

21/1/2022

Hyderabad, Telangana

Mohammed Sirajuddin
8179374534
ayshak143@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mohammed Sirajuddin,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

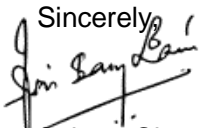
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mohammed Sirajuddin, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: Mohammed Sirajuddin

21/1/2022

Hyderabad, Telangana

Ayesha Saba
7995243870
aasaba280@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ayesha Saba,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

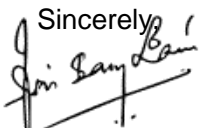
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Ayesha Saba, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: Ayesha Saba

21/1/2022

Hyderabad, Telangana

K PRAKASH SINGH

7981724463

prakash.singhh@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear K PRAKASH SINGH,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
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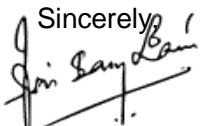
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Sincerely,



Sairam Chavali

Associate Director – Human Resources

I, K PRAKASH SINGH, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: K PRAKASH SINGH

21/1/2022

Hyderabad, Telangana

Ajmeera Eesha Naik

9032549997

ajmeeraarvindnaik73@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ajmeera Eesha Naik,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

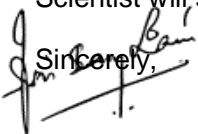
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.


Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Ajmeera Eesha Naik, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: Ajmeera Eesha Naik

+91 81210 19111

 www.TuringMinds.ai

 info@turingminds.ai



21/1/2022
Hyderabad, Telangana

Anusha Janumpally
9381012580
janumpallyanusha5599@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Anusha Janumpally,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

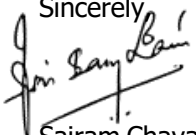
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Anusha Janumpally, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Anusha Janumpally

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022

Hyderabad, Telangana

B Chanti Kumar
9441181390
drramsslm@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear B Chanti Kumar,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

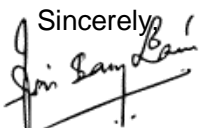
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, B Chanti Kumar, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: B Chanti Kumar

21/1/2022

Hyderabad, Telangana

B. Laxmi Prasanna

6281792672

prasannabommakuri123@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear B. Laxmi Prasanna,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

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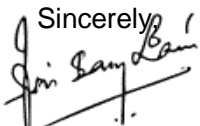
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali

Associate Director – Human Resources

I, B. Laxmi Prasanna, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: B. Laxmi Prasanna

21/1/2022

Hyderabad, Telangana

B.Narayan Reddy

9398502587

Baddamnarayan@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear B.Narayan Reddy,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.


Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, B.Narayan Reddy, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: B.Narayan Reddy

 +91 81210 19111

 www.TuringMinds.ai

 info@turingminds.ai

21/1/2022

Hyderabad, Telangana

GOUTHAMI GOPAGONI

6301821037

gouthami.gopagani@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear GOUTHAMI GOPAGONI,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
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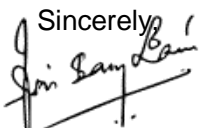
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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali

Associate Director – Human Resources

I, GOUTHAMI GOPAGONI, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: GOUTHAMI GOPAGONI

21/1/2022

Hyderabad, Telangana

K Preethika

9502943943

kundurupreethika@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear K Preethika,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

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1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
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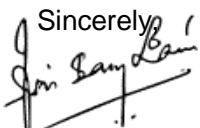
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Sincerely,



Sairam Chavali

Associate Director – Human Resources

I, K Preethika, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: K Preethika

21/1/2022

Hyderabad, Telangana

K. Mounika
9505999229
kvenkataiah38@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear K. Mounika,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

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1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
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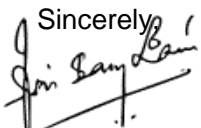
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Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, K. Mounika, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: K. Mounika

21/1/2022

Hyderabad, Telangana

Meda Uday kumar
9640170979
medauddaykumar01@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Meda Uday kumar,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

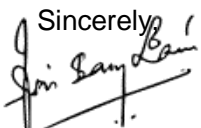
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Meda Uday kumar, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: Meda Uday kumar

21/1/2022

Hyderabad, Telangana

RAMAVATH SRIKANTH NAIK
9505860132
srikanthramavath@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear RAMAVATH SRIKANTH NAIK,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

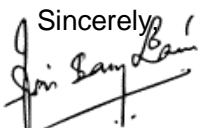
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, RAMAVATH SRIKANTH NAIK, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Full Name: RAMAVATH SRIKANTH NAIK



Offer: Computer Consultancy Ref: TCSL/DT20218091208/Hyderabad Date: 02/07/2022

Mr. Mukesh Sanka
H.No:- 12-2-459/A/6; First Avenue ResidencyKantinagar,
Near Amba Gardens,
Hyderabad-500028,
Telanagana.
Tel# 91-9515066248

Dear Mukesh Sanka,

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 **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

COMPENSATION AND BENEFITS

BASIC SALARY

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

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You will be eligible for a basic salary of `14,784/- 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 `5,914/- 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. 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.

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Quarterly Variable Allowance

Your variable allowance will be `600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of `200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to `6,000/- per insured person per annum and basic hospitalization expenses up to `2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

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2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for `12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

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

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

Loans

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

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

TATA CONSULTANCY SERVICES

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1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

3. Training Period

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

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

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However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed 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

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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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

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13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

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

18. Employment of Non Indian Citizens

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

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19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiplenames, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

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The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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.

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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	Mukesh Sanka
Designation	Assistant System Engineer-Trainee
Institute Name	Methodist College Of Engineering And Technology

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

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Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

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

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



Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam	Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

Annexure 3

Confidentiality and IP Terms and Conditions

TATA CONSULTANCY SERVICES

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TCS

Confidential

14



1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

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3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

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Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- (a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- (b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- (c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- (d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.
- (e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.
- (f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).
- (g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to

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him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties

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and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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meil



Ramagiri Saikiran

MEIL 12025390

A handwritten signature in blue ink, appearing to read 'Saikiran'.

Authorised Signatory

Megha Engineering & Infrastructures Ltd.

Balanagar, Hyderabad-500 037

Tel: +91-40-44336700, Fax: +91-40-44336800

Visit us : www.meil.in

DOC: - SA/TA/Hyd/2022/3299

Date: -1/4/2022

Dear K Preethika

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training. Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well. On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18,500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3276

Date: -1/4/2022

Dear Syed Areeb Shah

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Appointment letter.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3266

Date: -1/4/2022

Dear Gouthami Gopagoni

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3279

Date: -1/4/2022

Dear Ayesha Saba

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3277

Date: -1/4/2022

Dear Eesha Naik

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

160918733028



Ranga Kanapathy

Head, Global Delivery, India Technology Center,
APAC Business

Hello Yamzala Mahesh Goud

Congratulations on your selection at Altimetrik - one of the fastest growing global Digital Technology Company!

I am delighted to extend this offer to you to join our highly energetic and innovative team helping Fortune 100 companies modernize and transform their business.

With our engineering excellence, product mindset, and delivery focus, we have become partners to many marquee global brands. Our results driven philosophy has earned the trust of several new clients, placing us on a promising growth trajectory. Even with the recent global pandemic, we are able to continue a substantial growth rate due to our unfailing delivery commitment to customers while taking utmost care of all our employees.

As a workplace, we take pride in our best-in-class policies and standards, and a hyper-collaborative and innovative work culture. A testimonial to our consistent efforts is that we have been ranked in the Top 100 Best Places to Work by the Great Places to Work Institute for five consecutive years, rising up the ranks. This year, we are extremely proud to be ranked 36th and for being in the Top 50 workplaces club for second consecutive time. In addition we are ranked TOP 25 in the IT&IT-BPM category and in the TOP 100 in the Best Workplaces for Women category

India nests the company's largest Technology Center with over 3000 employees across Chennai, Bengaluru, Pune and Hyderabad, catering to our remarkable client portfolio globally. We enable the growth of our business by cultivating a solutioning mindset that helps our clients achieve relevant business outcomes. Delivery excellence is of utmost importance for us to ensure customer satisfaction. As a people centric organization, we help our employees evolve as practitioners in both their tech and business domains. Our approach posits us as a company to be highly agile in technology adoption and stay ahead in the market.

Innovation and learning are therefore given the highest decree here. If you have the zeal to learn, or an idea you believe in, you will discover the ideal culture to help you realize your passion and follow it.

I am confident you will experience personal growth and value in your career with Altimetrik, and be a prized addition to our team. Hoping to see you soon!

Best regards,

Ranga Kanapathy



Ranga Kanapathy

Head - Global Delivery, India technology Center,
APAC Business

Hello Sai Karthik Patri

Congratulations on your selection at Altimetrik - one of the fastest growing global Digital Technology Company!

I am delighted to extend this offer to you to join our highly energetic and innovative team helping Fortune 100 companies modernize and transform their business.

With our engineering excellence, product mindset, and delivery focus, we have become partners to many marquee global brands. Our results driven philosophy has earned the trust of several new clients, placing us on a promising growth trajectory. Even with the recent global pandemic, we are able to continue a substantial growth rate due to our unfailing delivery commitment to customers while taking utmost care of all our employees.

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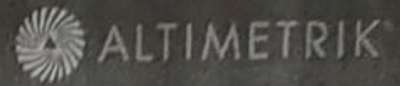
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I am confident you will experience personal growth and value in your career with Altimetrik, and be a prized addition to our team. Hoping to see you soon!

Best regards,

Ranga Kanapathy



Ranga Kanapathy

Head - Global Delivery, India technology Center,
APAC Business

Hello Mudassir

Congratulations on your selection at Altimetrik - one of the fastest growing global Digital Technology Company!

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With our engineering excellence, product mindset, and delivery focus, we have become partners to many marquee global brands. Our results driven philosophy has earned the trust of several new clients, placing us on a promising growth trajectory. Even with the recent global pandemic, we are able to continue a substantial growth rate due to our unfailing delivery commitment to customers while taking utmost care of all our employees.

As a workplace, we take pride in our best-in-class policies and standards, and a hyper-collaborative and innovative work culture. A testimonial to our consistent efforts is that we have been ranked in the Top 100 Best Places to Work by the Great Places to Work Institute for five consecutive years, rising up the ranks. This year, we are extremely proud to be ranked 36th and for being in the Top 50 workplaces club for second consecutive time. In addition we are ranked TOP 25 in the IT&IT-BPM category and in the TOP 100 in the Best Workplaces for Women category

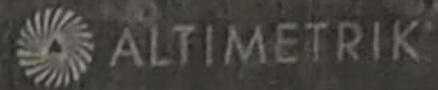
India nests the company's largest Technology Center with over 3000 employees across Chennai, Bengaluru, Pune and Hyderabad, catering to our remarkable client portfolio globally. We enable the growth of our business by cultivating a solutioning mindset that helps our clients achieve relevant business outcomes. Delivery excellence is of utmost importance for us to ensure customer satisfaction. As a people centric organization, we help our employees evolve as practitioners in both their tech and business domains. Our approach posits us as a company to be highly agile in technology adoption and stay ahead in the market.

Innovation and learning are therefore given the highest decree here. If you have the zeal to learn, or an idea you believe in, you will discover the ideal culture to help you realize your passion and follow it.

I am confident you will experience personal growth and value in your career with Altimetrik, and be a prized addition to our team. Hoping to see you soon!

Best regards,

Ranga Kanapathy



Ranga Kanapathy

Head - Global Delivery, India technology Center,
APAC Business

Hello Mengana Maneesha

Congratulations on your selection at Altimetrik - one of the fastest growing global Digital Technology Company!

I am delighted to extend this offer to you to join our highly energetic and innovative team helping Fortune 100 companies modernize and transform their business.

With our engineering excellence, product mindset, and delivery focus, we have become partners to many marquee global brands. Our results driven philosophy has earned the trust of several new clients, placing us on a promising growth trajectory. Even with the recent global pandemic, we are able to continue a substantial growth rate due to our unfailing delivery commitment to customers while taking utmost care of all our employees.

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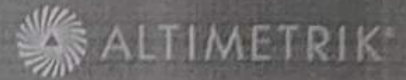
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Best regards,

Ranga Kanapathy



Ranga Kanapathy

Head - Global Delivery, India technology Center,
APAC Business

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Best regards,

Ranga Kanapathy

68


Fwd: LETTER OF INTENT : APPS ASSOCIATES!!!
1 messageAditya Rohith <yvsrohithaditya@gmail.com>
To: savcolourxerox@gmail.com

Sat, Mar 5, 2022 at 9:5

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

From: Rohith Aditya <rohithyellepeddi@gmail.com>
Date: Fri, 4 Mar, 2022, 11:28 PM
Subject: Fwd: LETTER OF INTENT : APPS ASSOCIATES!!!
To: Rohith Aditya <yvsrohithaditya@gmail.com>

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

From: Apps Campus Hiring <campus_hiring@appsassociates.com>
Date: Thu, 6 Jan 2022 at 22:17
Subject: LETTER OF INTENT : APPS ASSOCIATES!!!
To: rohithyellepeddi@gmail.com <rohithyellepeddi@gmail.com>
Cc: Madan Mohan Bangari <madan.bangari@appsassociates.com>, Varun Pokhariyal <varun.pokhariyal@appsassociates.com>
 apps associates

WELCOME TO APPS ASSOCIATES

LETTER OF INTENT

Dear Yellepaddi V S Rohith Aditya,

Congratulations! Welcome to Apps Associates family!

With reference to your application and subsequent discussions, we are pleased to offer the "Letter of Intent" as per details given below:

- You will be designated as **Associate Trainee**, based at **Hyderabad, India**. You may be required to work in any of our establishments within India as per organisational requirement from time to time
- Your annual total compensation will be of **INR 5,50,000 /-** (Five Lakhs Fifty thousand Rupees only) all inclusive. During the first 2years of employment with us, your compensation will be reviewed & increased for every 6 months subject to your performance. Post completion of 2years, you will be aligned to regular yearly appraisal policy
- You will be under the probation period for 1 year with a **2 year Service level Agreement**
- The letter of intent is valid subject to your completion of your academic courses with minimum 70% aggregate & above as specified at time of your selection
- Kindly note that this is only the "Letter of Intent" and we will issue a detailed Appointment Letter on the day of joining

Wishing you all the best and looking forward to meet you. For any assistance please reach us @9100017377 / campus_hiring@appsassociates.com

Best Regards,

Talent Acquisition Team

EXTREME EXPERTISE

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation to the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by Mimecast; a leader in email security and cyber resilience. Mimecast integrates email defenses

<https://mail.google.com/mail/u/0/?ik=5fd44b96d1&view=pt&search=all&permthid=thread-f%3A1726432402995020780&siml=msg-f%3A1726432...> 1/2



WELCOME TO APPS ASSOCIATES
LETTER OF INTENT

Dear Spoorthi Sudini,

Congratulations!!!

Welcome to **Apps Associates** family!

With reference to your application and subsequent discussions, we are pleased to offer the "Letter of Intent" as per details given below:

You will be designated as **Associate Trainee**

You will be based at **Hyderabad**, India and are required to work in any of our establishments within India as may be directed by the management from time to time

You will be entitled to an all-inclusive compensation (cost to company) of INR **5,50,000** /- (Five Lakhs Fifty thousand Rupees only) per annum

You will be under the probation for a period of 1 year and you need to give **2 years of Service level Agreement**.

The letter of intent is valid subject to your completion of your academic courses with minimum 70% aggregate and above as specified at time of your selection

Kindly note that this is only the "Letter of Intent", and we will issue a detailed Appointment Letter on the day of joining.

Wishing you all the best and looking forward to meet you. For any assistance please reach us @9100017377.

Regards,

Talent Acquisition Team

EXTREME EXPERTISE



WELCOME TO **APPS ASSOCIATES**
LETTER OF INTENT

Dear Jeevan daggolu

Congratulations!!!

Welcome to **Apps Associates** family!

With reference to your application and subsequent discussions, we are pleased to offer the "**Letter of Intent**" as per details given below:

You will be designated as **Associate Trainee**

You will be based at **Hyderabad**, India and are required to work in any of our establishments within India as may be directed by the management from time to time

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Wishing you all the best and looking forward to meet you. For any assistance please reach us @9100017377.

Regards,

Talent Acquisition Team

EXTREME EXPERTISE



WELCOME TO **APPS ASSOCIATES**
LETTER OF INTENT

Dear Rishi Kumar

Congratulations!!!

Welcome to **Apps Associates** family!

With reference to your application and subsequent discussions, we are pleased to offer the "**Letter of Intent**" as per details given below:

You will be designated as **Associate Trainee**

You will be based at **Hyderabad**, India and are required to work in any of our establishments within India as may be directed by the management from time to time

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Kindly note that this is only the "**Letter of Intent**", and we will issue a detailed Appointment Letter on the day of joining.

Wishing you all the best and looking forward to meet you. For any assistance please reach us @9100017377.

Regards,

Talent Acquisition Team

EXTREME EXPERTISE

ideapreneurship™

6x

HCL



JOIN THE WORLD'S LARGEST IDEAPRENEURSHIP

Dear Future HCLites,

Congratulations for your selection!

At HCL, we believe in maximizing human potential, and our employees remain one of our biggest assets. 'Employee First' philosophy is deeply embedded within our culture, where employees remain happy, satisfied and committed.

We are glad to confirm below two modifications to your offer.

- CTC is upgraded to INR 4.25 LPA (from INR 3.65 LPA)
- Service agreement is now reduced to 12 months (earlier 24 months). In case you leave in between, you shall be liable to pay INR 50K (earlier INR 1.25 L) to the organization

Please Note –

- You should be willing to work in any location within India, in a 24x7 operations setup & shifts, as assigned by HCL Technologies
- Your Joining with HCL, is subject to BGV Clearance, Re-hire Policy (incase applicable) and Eligibility criteria as follows:
- Minimum 70% throughout in academics (10th, 12th/Diploma & Graduation) & no Backlogs.

We will initiate your onboarding documentation process in next few weeks.

We wish you very best for your graduation completion!

For any queries feel free to reach out to E-SchoolConnect@hcl.com.

Best Regards
Garima Chawla
Lead-Campus Relations
HCL Technologies

HCL

DOC: - SA/TA/Hyd/2022/3233

Date: -1/4/2022

Dear Aakrithi Jaiswal

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3301

Date: -1/4/2022

Dear Zain Shafi Mohammed

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3262

Date: -1/4/2022

Dear Yellepaddi V S Rohith Aditya

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3240

Date: -1/4/2022

Dear Yamzala Mahesh Goud

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3267

Date: -1/4/2022

Dear Syeda Waseemunnisa

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3261

Date: -1/4/2022

Dear Sree Nandini

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3254

Date: -1/4/2022

Dear Saad Mirza

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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5. Pan card
6. 3 Passport size photographs.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3281

Date: -1/4/2022

Dear S.Komaljeet Kaur

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3252

Date: -1/4/2022

Dear Spoorthi S

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3241

Date: -1/4/2022

Dear Ralla Akshitha

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3259

Date: -1/4/2022

Dear Polasa Rishikesh

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3255

Date: -1/4/2022

Dear Pininti Sreekar Reddy

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3247

Date: -1/4/2022

Dear Pidugu Jahnavi

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3302

Date: -1/4/2022

Dear Mohd Mujtaba Hussain

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3308

Date: -1/4/2022

Dear Mohammed Adnan

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3234

Date: -1/4/2022

Dear Mohd Khaja Taher Ali Khan

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3283

Date: -1/4/2022

Dear Manisha Kashala

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3275

Date: -1/4/2022

Dear M Vaishnavi

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3292

Date: -1/4/2022

Dear K.Surender

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3246

Date: -1/4/2022

Dear Karra Keerthana

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3284

Date: -1/4/2022

Dear Jahnavi Vulli

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3257

Date: -1/4/2022

Dear Donga Dharmika

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3278

Date: -1/4/2022

Dear Chilukuri Rishi Kumar

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3256

Date: -1/4/2022

Dear Batul Mohsina

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3289

Date: -1/4/2022

Dear Abdul Moid Khan Mohammed

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3243

Date: -1/4/2022

Dear Sai Karthik Patri

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3274

Date: -1/4/2022

Dear K. Sai Pravallika

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment



Letter of Intent

January 14, 2022
P Naveen Rao
Methodist College Of Engineering And Technology

Dear P Naveen Rao,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

January 14, 2022
M Bharath
Methodist College Of Engineering And Technology

Dear M Bharath,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



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(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

January 14, 2022
KALVALA KUMAR REDDY
Methodist College Of Engineering And Technology

Dear KALVALA KUMAR REDDY,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

January 14, 2022
Chilkuri Rishi Kumar
Methodist College Of Engineering And Technology

Dear Chilkuri Rishi Kumar

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

January 14, 2022
B suman Nayak
Methodist College Of Engineering And Technology

Dear B Suman Nayak,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

January 14, 2022
Aakrithi Jaiswal
Methodist College Of Engineering And Technology

Dear Aakrithi Jaiswal,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Hewlett Packard Enterprise

Hewlett Packard (India) Software Operation Pvt. Ltd.

Sy. No. 192, Whitefield Road,
Mahadevapura Post,
Bangalore - 560 048

<https://www.hpe.com/in/en/home.html>

16/03/2022

Dear Namburu Lakshmi Samyu,

We are pleased to extend to you an offer of employment with Hewlett Packard Enterprise ("HPE" 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 being conducted either by HPE or an appropriate third party, and the results of such background checks being favorable in HPE's reasonable opinion. If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by HPE. 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.

We hope you choose to join Hewlett Packard Enterprise and look forward to hearing from you soon. Let's build the future together.

Thanking you

Regd. Office: Hewlett Packard (India) Software Operation Pvt. Ltd., Sy No. 192, Whitefield Road, Mahadevapura Post, Bangalore - 560048, India

16/03/2022

Namburu Lakshmi Samyu

flat no 202 , Sri Sai Apartments, Road no 2, Lane no 6 , SV Nagar, Nagaram , Hyderabad

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

Hyderabad India 500083

Dear Namburu Lakshmi Samyu,

Welcome to Hewlett Packard Enterprise! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you at Hewlett Packard India Software Operation Pvt. Ltd. of Hewlett Packard Enterprise ("HPE" or the "Company"). Your date of appointment is effective from your date of joining, which shall be on 19/09/2022.

Your appointment at Hewlett Packard India Software Operation Pvt. Ltd. is on the following terms and conditions:

1 Remuneration (Mainstream employees only)

Your annual total gross remuneration will be made up of the following components

1.1 Basic Salary

You will be eligible for a Basic Salary. The amount towards the basic salary is mentioned in Annexure (I) against "(A) Basic Salary".

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 amount as mentioned in Annexure (I) against "(B) Flexible Benefit Plan". 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, as well as deduct an equivalent of 12% of your basic salary, and remit the same to the fund, as employee contribution. This is inclusive of statutory remittance by the Company towards employee pension scheme maintained with the Regional Provident Commission, wherever applicable.

1.4. Gratuity:

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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

1.5 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium will be borne by the Company. 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.

1.6. 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.

1.7 Relocation Expenses

In the event of you having to relocate to your place of posting, the Company may agree to reimburse your relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount, if paid, is fully recoverable in the event you leave the Company within 12 months from your date of joining the Company. Reimbursement of relocation expenses are at the sole discretion of the Company.

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Greenlake

Job Family: SW Engineering(Systems)

Job Code & Job Title (Internal): 00102K - Systems/Software Engr I

Job Level: Entry

Salary Grade: M17

2.2. Work Place

You are initially appointed to work in our office in Bangalore . You may be transferred or required to travel for business/training at the sole discretion of the Company. You will normally be required to work from 8 30 AM – 5 30 PM, Monday through Friday. However, your actual working hours may vary according to the business activities of the Company. You agree to accept such hours of work without additional compensation, in accordance with applicable laws.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

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 or 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.

The Company reserves the right not to require you to attend work or carry out your employment duties for all or part of the notice period.

In case of your material breach of the Offer letter and these Terms (together, Agreement), or any of the Company's policies, or in case of misconduct, the Company has the right to terminate your services without notice. Upon termination of your employment for whatever reason, you will immediately return to the Company all Company assets including books, documents, papers, materials, credit cards and other

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

properties belonging to the Company which may be in your possession or under your power or control.

You will not at any time after termination of this Agreement, for whatever reason, represent yourself as being in any way connected with the affairs of the Company

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 General Conditions

1) 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

2) 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.

3) As a condition of your employment, you are required to enter into a separate 'Agreement Regarding Confidential Information and Proprietary Developments ("ARCIPD")', a copy of which is provided to you along with this offer letter.

4) You will be covered by Hewlett Packard Enterprise 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.

5) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per Company policies, you shall be deemed to have abandoned employment voluntarily.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

3.0 Choice of Law

The terms of your employment shall be governed by the laws of India, and the courts of India shall have exclusive jurisdiction.

Enclosed:

- a) Annexure (I) - Annualized Compensation & Benefit Statement
- b) Annexure (II) - Flexible Benefit Plan
- c) ARCIPD

Annualized Compensation & Benefits Statement – Annexure I

All figures are INR per annum

(A) Basic Salary	Rs 400,000.00
(B) Flexible Benefit Plan	Rs 532,760.00
(C) Retirals	Rs 67,240.00

Provident Fund @ 12%

Gratuity @ 4.81%

Total Cost to Company 1,000,000.00

16/03/2022

Namburu Lakshmi Samyu

CONFIDENTIAL

Dear Namburu Lakshmi Samyu,

Further to our letter of appointment dated 16/03/2022, we are pleased to offer you a signing bonus of INR ₹150,000.00

The payment of the signing bonus shall be paid to you in full within two pay cycles from your employment start date.

Terms and conditions applicable in respect of Signing Bonus are as follows:

The signing bonus is payable to you on afore mentioned instalments after you start your employment

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

with Hewlett Packard India Software Operation Pvt. Ltd..

The signing bonus is taxable, and all regular payroll taxes will be withheld.

In the event there is a separation or termination of your employment with the Company prior to the completion of **one year** from the date of your joining the Company for any reason whatsoever, you agree that you shall return the entire Bonus (actual bonus paid + applicable taxes) paid to you by the Company as on the date of your separation (last working day) from the Company.

The Company shall also be entitled to take this Bonus into account for reconciling any amounts due to you from the Company upon separation/ termination as aforesaid. Any such deduction from amounts owed to you by the Company upon separation/termination as aforesaid shall not affect the Company's rights in law or equity in respect of the amounts of uncovered Bonus, if any. You shall not be bound to return the Bonus to the Company after the expiry of one year from the date of your joining the Company.

We hope that your association with the Company will be satisfying and mutually beneficial. Please sign and return the original of this letter as a token of your acceptance and understanding of the above terms.

It is hereby accepted and understood that this letter records the complete terms regarding the subject matter hereof.

Annexure II
Flexible Benefits Plan (FBP)
Mainstream Base- SU1
Mainstream Entry- Intermediate

1. House Rent Allowance:

Maximum Limit (per annum) 60% of Annual Basic

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

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 (per annum) 20% of Annual Basic

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

3. Children education allowance for maximum of 2 dependent children :

Maximum Limit (per annum) (Per child per month Rs.100) Rs.2,400

Supporting Documents: Declaration*

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

Maximum Limit (per annum) (Per child per month Rs.300) Rs.7,200
Supporting Documents: Declaration*

5. Meal Card (Card to be used for food expenses incurred at hotels/restaurants during the course of the workday):
Maximum Limit (per annum): Rs.26,400
Supporting Documents: As per program guidelines

6. **Bonus/Exgratia** - A maximum amount of Rs.2400 per month** shall be allocated and payable as advance statutory bonus / ex-gratia as applicable.(** Employees earning a basic salary of up to Rs.21, 000/- per month are eligible for bonus under the Payment of Bonus Act, 1965. The amount payable will be determined by the rules of the Act. For employees with basic salary above Rs.21, 000/-pm this amount will be treated as ex-gratia.) and paid through monthly payroll subject to eligibility conditions.

7. Personal Pay through Payroll - Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit (per annum): 100% of FBP
Supporting Documents: Declaration

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

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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

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 March 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.

8. Components / benefits offered as part of FBP are subject to change based on amendments to applicable tax laws / rules and Company policies.

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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

- 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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

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:

Original required for verification - N/A

No of copies - N/A

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

Original required for verification - N/A

No of copies - N/A

Letter of Assurance

HPE Employee Letter of Assurance Agreement

U.S. Export Controls on Technology Transfer:

I acknowledge that during my work for Hewlett Packard Enterprise (HPE) I may, directly or indirectly, receive or access software and/or technical data which HPE has classified according to the US Commerce Control List (CCL) as eligible for export under license exemption "Technology and Software Under Restriction" (TSR) to all destinations except those listed below.

I agree not to export or re-export this software and/or technical data or any direct product based on this software or technical data without proper US government authorization to destinations not eligible for exports under license exemption TSR.

According to current US export regulations the following countries are not eligible for exports under license exemption TSR. This list is subject to change without notice.

Armenia

Azerbaijan

Belarus

Burma (Myanmar)

FOR Company

Sailesh A J Menezes

Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

- Cambodia
- Cuba
- Georgia
- Hong Kong
- Iran
- Iraq
- Kazakhstan
- Kyrgyzstan
- Laos
- Libya
- Macao (Macau)
- Moldova
- Mongolia
- North Korea (DPRK)
- People's Republic of China (PRC)
- Russia
- Sudan (Khartoum)
- Syria
- Tajikistan
- Turkmenistan
- Ukraine
- Ukraine (Crimea Region)
- Uzbekistan
- Venezuela
- Vietnam
- Yemen

Agreement Regarding Confidential Information and Proprietary Developments

India

Namburu Lakshmi Samyu

1. **Consideration and Relationship to Employment.** As a condition of my employment with Hewlett Packard Enterprise or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

following the end of my employment with Company, I will abide by the following Protective Covenants:

- (a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any customer of Company in pursuit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;
- (b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and
- (c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company.

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

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise

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

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____

Ref. No: GDC/HR/OFFER/22/257

Yellepaddi V S Rohit Aditya

Dear Rohit,

A Silicon-Valley headquartered company, Infogain is a global business-oriented IT consulting provider of front-end, customer-facing technologies, processes and applications, leading to a more efficient and streamlined customer experience. We want our clients' interactions with their customers to be fast, efficient, and cost effective. With close to 4,000 employees in the United State, India, the Middle East, the UK, Singapore and Malaysia, we service 5 of the world's largest 50 companies, and 24 of the Fortune 500.

- We extend you an offer to join Infogain as "**Software Engineer Trainee**".
- Your initial place of posting will be at "**Fortune Scion Business Centre**" **90 B, West Avenue 9, Electronics City Phase -1 Bangalore, Karnataka** but your services can be transferred to other offices or work locations including client sites, at the sole discretion of the Company.
- You will be on training for a period of Nine (9) months. However, in the event Company feels that your performance after nine month's training is unsatisfactory, then this training period shall be increased at the sole discretion of the Company. On completion of every two (2) months, your performance will be evaluated and based on your performance your training period will be continued. The Company shall impart extensive classroom and on the job training to you during the said period of training and/or extended period in state of the art and cutting-edge latest technologies, which the Company has developed and/or developing since last more than one and a half decades to make you updated in all the fields at a very high cost to the Company.
- Till such time that you are intimated in writing, you shall continue to be on training.
- Your absorption at Infogain is after meeting our stringent performance standards and will be further based on Company's business needs and as such accepting you as a trainee is in no way a commitment that you would be offered an employment with Infogain.
- During training, you would be paid a monthly stipend of **INR 20,000/- (Rupees Twenty Thousand Only)**.
- Your appointment will be subject to your successful completion of your BE/B.Tech/MCA/M.Sc/M.Tech degree. This offer will stand automatically withdrawn if your final aggregate percentage in BE/B.Tech/MCA/M.Sc/M.Tech is less than **60%**. Upon successful completion of the training period, you shall (Subject to satisfaction of Infogain w.r.t. point 4, 5 & 6) be appointed as "**Software Engineer**" on an Annual gross salary of **INR 4,00,000/- (Rupees Four lakhs Only)**. In addition, you would be entitled for benefits like Medclaim /Accidental Insurance coverage as per Company Policy.
- You shall be required to sign necessary Training Agreement with the Company and complete various formalities, to secure the interests of the Company and your performance and adherence to all terms, conditions, rules, and regulation of the Company, at the time of joining the Company as Software Engineer Trainee.



Ref. No: GDC/HR/OFFER/22/258

December 22, 2021

USA

UK

POLAND

INDIA

SINGAPORE

UAE

Yamazala Mahesh Goud

Dear Mahesh,

A Silicon-Valley headquartered company, Infogain is a global business-oriented IT consulting provider of front-end, customer-facing technologies, processes and applications, leading to a more efficient and streamlined customer experience. We want our clients' interactions with their customers to be fast, efficient, and cost effective. With close to 4,000 employees in the United State, India, the Middle East, the UK, Singapore and Malaysia, we service 5 of the world's largest 50 companies, and 24 of the Fortune 500.

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Ref. No: GDC/HR/OFFER/22/256

Ralla Akshitha

Dear Ralla,

A Silicon-Valley headquartered company, Infogain is a global business-oriented IT consulting provider of front-end, customer-facing technologies, processes and applications, leading to a more efficient and streamlined customer experience. We want our clients' interactions with their customers to be fast, efficient, and cost effective. With close to 4,000 employees in the United State, India, the Middle East, the UK, Singapore and Malaysia, we service 5 of the world's largest 50 companies, and 24 of the Fortune 500.

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- You shall be required to sign necessary Training Agreement with the Company and complete various formalities, to secure the interests of the Company and your performance and adherence to all terms, conditions, rules, and regulation of the Company, at the time of joining the Company as Software Engineer Trainee.

Ref. No: GDC/HR/OFFER/22/259

December 22, 2021

M vaishnavi

Dear Vaishnavi,

A Silicon-Valley headquartered company, Infogain is a global business-oriented IT consulting provider of front-end, customer-facing technologies, processes and applications, leading to a more efficient and streamlined customer experience. We want our clients' interactions with their customers to be fast, efficient, and cost effective. With close to 4,000 employees in the United State, India, the Middle East, the UK, Singapore and Malaysia, we service 5 of the world's largest 50 companies, and 24 of the Fortune 500.

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Ref. No: GDC/HR/OFFER/22/260

December 22, 2021

D.Kedar singh

USA

UK

POLAND

INDIA

SINGAPORE

UAE

Dear Kedar,

A Silicon-Valley headquartered company, Infogain is a global business-oriented IT consulting provider of front-end, customer-facing technologies, processes and applications, leading to a more efficient and streamlined customer experience. We want our clients' interactions with their customers to be fast, efficient, and cost effective. With close to 4,000 employees in the United State, India, the Middle East, the UK, Singapore and Malaysia, we service 5 of the world's largest 50 companies, and 24 of the Fortune 500.

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- You shall be required to sign necessary Training Agreement with the Company and complete various formalities, to secure the interests of the Company and your performance and adherence to all terms, conditions, rules, and regulation of the Company, at the time of joining the Company as Software Engineer Trainee.

Ref. No: GDC/HR/OFFER/22/262

December 22, 2021

Ashwatha Sravani

USA

UK

POLAND

INDIA

SINGAPORE

UAE

Dear Ashwatha,

A Silicon-Valley headquartered company, Infogain is a global business-oriented IT consulting provider of front-end, customer-facing technologies, processes and applications, leading to a more efficient and streamlined customer experience. We want our clients' interactions with their customers to be fast, efficient, and cost effective. With close to 4,000 employees in the United State, India, the Middle East, the UK, Singapore and Malaysia, we service 5 of the world's largest 50 companies, and 24 of the Fortune 500.

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- You shall be required to sign necessary Training Agreement with the Company and complete various formalities, to secure the interests of the Company and your performance and adherence to all terms, conditions, rules, and regulation of the Company, at the time of joining the Company as Software Engineer Trainee.



February 20, 2022
Ref No: Hyd/HR/R&S/OL/22/1892

To
Chilukuri Rishi Kumar
2-2-647/A/17, 2Nd Floor,
Sri Sai Baba Nagar Colony, Bagh Amberpet,
Hyderabad- Telanagana.

Dear Rishi Kumar,

Further to your interview discussion, we are happy to offer you the position of **Consultant, Associate** with "Infor (India) Private Limited" subject to the reference check and background verification done by Infor India.

Your place of posting will be **Hyderabad**, and we expect you to join us on **April 04, 2022**.

You would be under an internship Programme through this fixed-term employment contract for 6 months from the date of joining and your salary will be **INR 30,000 (Rupees thirty thousand only)** per month as per **Annexure1**

After successful completion of internship and academics, your fixed-term employment would be converted into full-time regular employment with your salary being revised to INR. **540000/- per annum (Rupees Five Lakh Fourty Thousand)** per annum and the Variable Compensation will be INR **60000/- per annum (Rupees Sixty Thousand)**, payable based on your performance. as per **Annexure2**.

Your employment with us is contingent upon the submission of the following documents on the date of joining. -

1. Softcopy of
 - Education - SSC, Intermediate, Degree & PG (as applicable)
 - Personal IDs – Aadhaar Card, PAN Card, UAN Card, Driving License, Voter ID & Passport, etc
2. 3 passport size colored photographs.
3. Name on PAN card & Aadhaar Card should be in the same format and the Date of Birth of Aadhar should be in DD/MM/YYYY format.
4. Photocopy of Address Proof (Permanent address proof of any of the below is mandatory- Electricity Bill, Telephone Bill, Driving license, Aadhar Card, etc)

Please note that this is only an offer letter and a formal letter of appointment will be issued to you on the day of your joining the organization. You can get in touch with the undersigned in case you need any clarifications.

We request you to confirm your acceptance of the offer via e-mail, phone, fax, or post. We look forward to having you onboard by the date mentioned above.

Regards

For Infor (India) Pvt Ltd
Renu Ganotra
Senior Director HR, India
The Skyview, Tower 10, Floor 4/5/6/7, Sy. No. 83/1,
Madhapur, Next to BioDiversity Park,
Raidurg Village, Serilingampally Mandal,
Ranga Reddy, Telangana – 500081 India
E Mail: renu.ganotra@infor.com

Innominds

December 21, 2021

Jahnavi Vulli

jahnavivulli001@gmail.com

+91 7989522700

Dear Jahnavi,

Sub: Letter of Offer

With reference to your application and subsequent discussion you had with us, we are pleased to offer you a position of 'Trainee' in our organization.

1. Your CTC (Cost to the Company) will be Rs. 3,00,000/- (Rupees Three Lakhs) per annum inclusive of all allowances, refer to Annexure - I.
2. Your compensation will be revised after 6 Months, subject to completion of your training and performance.
3. You are required to commit a minimum duration of 24 months of service from the date of your joining with the organization.
4. An amount equivalent to 25% of your monthly net take home will be retained by the Company at every payroll until you submit the proof of completion of your Engineering degree 2022. The retained amount will be paid back to you as lump sum upon receiving the certificate of completion, in that payroll month.
5. Maximum of 5 days leave will be allowed for you to attend your final semester exams.
6. A detailed appointment letter will be issued upon your joining with the company and upon furnishing the documents as per check list provided in the following page.
7. Your date of joining is on 27th December 2021 and you are requested to report at 10 A.M, Waverock Gachibowli.

Innominds Software SEZ India Private Limited,
Building No. 2 1, 4th Floor, Waverock, Survey No. 115,
TSIC IT / ITES SEZ, Nanakramguda Village,
Serilingampally Mandal, Hyderabad – 500008

We look forward for a long-term association!!!

Thanking you,
Pallavi Garimella
Director – Human Resources

Continued.....

**Innominds Software SEZ India Pvt Ltd., Survey No.115 (Part), Waverock, Nanakramguda Village,
Serilingampally Mandal, Hyderabad - 500038, www.innominds.com**



Fwd: Innominds||Letter of offer

1 message

Wed, 18 May 2022 at 2:23 pm

SREE NANDINI <sreenandini2001@gmail.com>
To: hariprasadgupta1967@gmail.com

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

From: **Saradha Sridhar** <ssridhar@innominds.com>
Date: Tue, 21 Dec 2021, 19:00
Subject: Innominds||Letter of offer
To: sreenandini2001@gmail.com <sreenandini2001@gmail.com>

Dear Sree Nandini,

Trust all is well at your end

In continuation to the various discussions with us on the opportunity, we are pleased to extend an offer attached herewith. We request you to acknowledge the receipt of this mail and confirm your acceptance.

We would be happy to spend time to take you through the compensation break up and further queries, if any.

We look forward to seeing you onboard.

Stay safe, stay healthy!

Regards,

Saradha Sridhar | Human Resources

Tel: +91 40 4612 6300 | Ext: 306

Email: ssridhar@innominds.com | www.innominds.com

India | 4th Floor, Waverock 2.1, Nanakramguda, Hyderabad - 500008

USA | 2055 Junction Avenue, Suite 122, San Jose, CA 95131

 Graphical user interface, text Description automatically generated

160718733019

Innominds

December 21, 2021

Garjakuntla Rohit

rohitgarjakuntla@gmail.com

+91 8686057073

Dear Rohit,

Sub: Letter of Offer

With reference to your application and subsequent discussion you had with us, we are pleased to offer you a position of 'Trainee' in our organization.

1. Your CTC (Cost to the Company) will be Rs.3,00,000/- (Rupees Three Lakhs) per annum inclusive of all allowances, refer to Annexure - I.
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We look forward for a long-term association!!!

Thanking you,
Pallavi Garimella
Director – Human Resources

Continued.....

**Innominds Software SEZ India Pvt Ltd., Survey No.115 (Part), Waverock, Nanakramguda Village,
Serilingampally Mandal, Hyderabad - 500038, www.innominds.com**



Ref: LTTS/HR/ET/2022-23/11871

Date: 08th February 2022

Name: T Kamalijeet

Letter of Intent

Dear T Kamalijeet,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10th and 12th).
- Having secured 60% aggregate in Engineering Graduation
- Found medically fit by the Company authorized doctors.
- **Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.**
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the class room / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,000/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations and policies of the company.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

CIN: L72900MH2012PLC232169
Page 1 of 1



If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

All communications / notices should be addressed to:

Human Resource Dept – Talent Acquisition (Campus Hiring)
L&T - Technology Services, SEZ Unit II,
Hazel-Block I 3, Ground Floor, Manvata Embassy Business Park

Name: M Vaishnavi**Letter of Intent****Dear Vaishnavi,**

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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L&T - Technology Services, SEZ Unit II,
Hazel-Block I 3, Ground Floor, Manvata Embassy Business Park



Ref: LTTS/HR/ET/2022-23/11869

Date: 08th February 2022

Name: **K. Sai Pravallika**

Letter of Intent

Dear K. Sai Pravallika

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,000/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations and policies of the company.



Ref: LTTS/HR/ET/2022-23/11873

Date: 08th February 2022

Name: Dappu Supriya

Letter of Intent

Dear Dappu Supriya

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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Ref: LTTS/HR/ET/2022-23/11874

Date: 08th February 2022

Name: Chilkari Aruna,

Letter of Intent

Dear **Chilkari Aruna,**

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA
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CIN: L72900MH2012PLC232169
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Human Resource Dept – Talent Acquisition (Campus Hiring)
L&T - Technology Services, SEZ Unit II,
Hazel-Block I 3, Ground Floor, Manvata Embassy Business Park



Ref: LTTS/HR/ET/2022-23/118 76

Date: 08th February 2022

Name: Ashwatha Shravani

Letter of Intent

Dear Ashwatha Shravani

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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Ref: LTTS/HR/ET/2022-23/11875

Date: 08th February 2022

Name: Aakrithi Jaiswal

Letter of Intent

Dear Aakrithi Jaiswal

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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Ref: LTTS/HR/ET/2022-23/11870

Date: 08th February 2022

Name: P Shivani

Letter of Intent

Dear P Shivani

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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Ref: LTTS/HR/ET/2022-23/11877

Date: 08th February 2022

Name:G.Kushali

Letter of Intent

Dear Kushali,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

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L&T - Technology Services, SEZ Unit II,
Hazel-Block I 3, Ground Floor, Manvata Embassy Business Park

Mphasis_Letter of Intent!

2 messages

Mphasis - Campus Hiring <campushires@mphasis.com>

Tue, Oct 5, 2021 at 10:24 AM

To: "yamzalamahesh2001@gmail.com" <yamzalamahesh2001@gmail.com>, "corporaterelations@stanley.edu.in" <corporaterelations@stanley.edu.in>

Ref.No- MPTH_CD2022-1501

Dear Mahesh Goud Yamzala,

College Name: **Methodist College of Engineering and Technology.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of '**Trainee Associate Software Engineer**' in **Band 5, Level 1** with Mphasis. The gross compensation will be **INR 2,50,000(Two Lakh Fifty Thousand) per annum.**
- Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum,** which would be effective 1st of subsequent month.
- A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of **INR 1,00,000** will be recovered from the employees.
- You are required to work in **any shift** as per business requirement.
- You are required to be flexible to relocate to any Mphasis location as per the business requirement. In case of any location constraints, we will not be able to take your candidature forward and will proceed with LOI Cancellation.
- You are required to perform any role within Applications Tower of Mphasis – **Applications Development, Applications Testing, Application Production Support** etc. as per business requirement.

As you are currently in your final year of graduation and are gearing to start working, Mphasis can be the right place for you to build a long fruitful career. We believe we have a historic opportunity of building a world class company. We also believe Mphasis is very unique in several ways, some of which are:

- Equal strengths in APPs, ITO and BPO
- Being a flat, open and communicative organization
- Organization ethos that encourages, promotes and rewards empowerment
- Flawless execution and leadership

Please note that this serves as a good-faith Letter of Intent. It is contingent upon you:

Dear **Saad Mirza**

College Name: **Methodist College of Engineering and Technology.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of '**Trainee Associate Software Engineer**' in **Band 5, Level 1** with Mphasis. The gross compensation will be **INR 2,50,000 (Two Lakh Fifty Thousand) per annum.**
- Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum**, which would be effective 1st of subsequent month.
- A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of **INR 1,00,000** will be recovered from the employees.
- You are required to work in **any shift** as per business requirement.
- You are required to be flexible to relocate to any Mphasis location as per the business requirement. In case of any location constraints, we will not be able to take your candidature forward and will proceed with LOI Cancellation.
- You are required to perform any role within Applications Tower of Mphasis - **Applications Development, Applications Testing, Application Production Support** etc. as per business requirement.

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- Being a flat, open and communicative organization
- Organization ethos that encourages, promotes and rewards empowerment
- Flawless execution and leadership

Please note that this serves as a good-faith Letter of Intent. It is contingent upon you:

1. Successfully completing your graduation (BE/ B Tech/ MCA) and scoring the aggregate percentage, as set by Mphasis, in the final academic examinations
2. Securing the required percentage in the evaluation at the end of your 3 months training program at Mphasis.
3. Satisfactory completion of the background verification process that Mphasis will conduct at the time of your joining.
4. On successful verification of documents and certificates provided by you.

Your joining date will be communicated after you clear the above conditions.

Important Note: It is made clear that the above is not an offer for employment at Mphasis and is subject to the recipient fulfilling the conditions specified in this letter of intent. Mphasis reserves the right to cancel or recall this letter of intent at any time without assigning any reason.

Mphasis intends to onboard 2022 passing out candidates anytime between June 1, 2022 to April 30, 2023. In the event you fail to respond to Mphasis within **15 days** of Mphasis's communicating the onboarding date, this Letter of Intent stands revoked and terminated.

Dear **Pininti Sreekar Reddy**

College Name: **Methodist College of Engineering and Technology.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of '**Trainee Associate Software Engineer**' in **Band 5, Level 1** with Mphasis. The gross compensation will be **INR 2,50,000 (Two Lakh Fifty Thousand) per annum.**
- Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum**, which would be effective 1st of subsequent month.
- A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of **INR 1,00,000** will be recovered from the employees.
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Mphasis intends to onboard 2022 passing out candidates anytime between June 1, 2022 to April 30, 2023. In the event you fail to respond to Mphasis within **15 days** of Mphasis's communicating the onboarding date, this Letter of Intent stands revoked and terminated.

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Dear N Lakshmi Samyu,

College Name: **Methodist College of Engineering and Technology.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of '**Trainee Associate Software Engineer**' in **Band 5, Level 1** with Mphasis. The gross compensation will be **INR 2,50,000 (Two Lakh Fifty Thousand) per annum.**
- Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum**, which would be effective 1st of subsequent month.
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Mphasis letter of intent

Mphasis - Campus Hiring <campushires@mphasis.com>
 Tue, Oct 5, 2021, 10:24 AM
 to me, corporaterelations@stanley.edu.in

Ref.No- MPHTH_CD2022-1504

Dear Maneesha Mengana,

College Name: Methodist College of Engineering and Technology.

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

You will be offered the position of 'Trainee Associate Software Engineer' in Band 5, Level 1 with Mphasis. The gross compensation will be INR 2,50,000 (Two Lakh Fifty Thousand) per annum.

Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum, which would be effective 1st of subsequent month.

A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of INR 1,00,000 will be recovered from the employees.

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You are required to be flexible to relocate to any Mphasis location as per the business requirement. In case of any location constraints, we will not be able to take your candidature forward and will proceed with LOI Cancellation.

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Mphasis intends to onboard 2022 passing out candidates anytime between June 1, 2022 to April 30, 2023. In the event you fail to respond to Mphasis within 15 days of Mphasis's communicating the onboarding date, this Letter of Intent stands revoked and terminated.

Below list of documents are mandatory during the onboarding process:

PAN card
 Aadhar card
 Passport
 All semester marks sheets and graduation certificate



23rd December, 2021
Bangalore

Spoorthi Sunidhi
Methodist College

Internship Offer Letter

Dear Spoorthi

Rakuten is pleased to offer you an educational internship opportunity as a "Technical Intern". You will report to Madhusudhan G. This position is located in Bangalore. You will begin your internship with us on 17 January 2022 and will be expected to work 5 days a week. The expected end date of your internship is 16 July 2022.

This letter is not a letter to offer employment but only an offer to Internship issued solely upon your request to enable you to complete your educational course. Further, please note that the stipend is paid to assist you in meeting the expenses of your education including college / tuition fees, purchase of books, subscriptions to portals with study materials, printing & stationery and such other expenses related to your education. The stipend amount is not in consideration of your services to Rakuten. Rakuten reserves its right to discontinue payment of stipend or the internship arrangement at any time with intimation to you.

You will be paid monthly stipend of **INR 25000** (INR TwentyFive Thousand Only) including all applicable taxes if any. As an intern, you will receive benefits such as two meals served at company cafeteria, public transportation reimbursement (included in Stipend).

The Internship may be terminated at any time, either by you or Rakuten India without any reason by giving 30 calendar days' written notice or 30 days' stipend in lieu of the notice to the other party.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning a copy of the same for Company records.

Sincerely,

For Rakuten India Enterprise Private Limited

*

Nalini George

Chief Human Resource Officer, Rakuten India

I accept internship opportunity at Rakuten India on the terms and conditions set out in this letter.



23rd December, 2021
Bangalore

Rakuten India Enterprise Pvt Ltd

Crimson House Bengaluru, #19/2, Shrutha Complex, Primrose Rd, Off M.G. Road
Bangalore – 560025



23rd December, 2021
Bangalore

Spoorthi Sunidhi
Methodist College

Internship Offer Letter

Dear Spoorthi

Rakuten is pleased to offer you an educational internship opportunity as a "Technical Intern". You will report to Madhusudhan G. This position is located in Bangalore. You will begin your internship with us on 17 January 2022 and will be expected to work 5 days a week. The expected end date of your internship is 16 July 2022.

This letter is not a letter to offer employment but only an offer to Internship issued solely upon your request to enable you to complete your educational course. Further, please note that the stipend is paid to assist you in meeting the expenses of your education including college / tuition fees, purchase of books, subscriptions to portals with study materials, printing & stationery and such other expenses related to your education. The stipend amount is not in consideration of your services to Rakuten. Rakuten reserves its right to discontinue payment of stipend or the internship arrangement at any time with intimation to you.

You will be paid monthly stipend of **INR 25000** (INR TwentyFive Thousand Only) including all applicable taxes if any. As an intern, you will receive benefits such as two meals served at company cafeteria, public transportation reimbursement (included in Stipend).

The Internship may be terminated at any time, either by you or Rakuten India without any reason by giving 30 calendar days' written notice or 30 days' stipend in lieu of the notice to the other party.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning a copy of the same for Company records.

Sincerely,

For Rakuten India Enterprise Private Limited

*

Nalini George

Chief Human Resource Officer, Rakuten India

I accept internship opportunity at Rakuten India on the terms and conditions set out in this letter.



23rd December, 2021
Bangalore

Rakuten India Enterprise Pvt Ltd

Crimson House Bengaluru, #19/2, Shrutha Complex, Primrose Rd, Off M.G. Road
Bangalore – 560025



23rd December, 2021
Bangalore

Rishik Reddy
Methodist College

Internship Offer Letter

Dear Rishik

Rakuten is pleased to offer you an educational internship opportunity as a "Technical Intern". You will report to Madhusudhan G. This position is located in Bangalore. You will begin your internship with us on 17 January 2022 and will be expected to work 5 days a week. The expected end date of your internship is 16 July 2022.

This letter is not a letter to offer employment but only an offer to Internship issued solely upon your request to enable you to complete your educational course. Further, please note that the stipend is paid to assist you in meeting the expenses of your education including college / tuition fees, purchase of books, subscriptions to portals with study materials, printing & stationery and such other expenses related to your education. The stipend amount is not in consideration of your services to Rakuten. Rakuten reserves its right to discontinue payment of stipend or the internship arrangement at any time with intimation to you.

You will be paid monthly stipend of **INR 25000** (INR TwentyFive Thousand Only) including all applicable taxes if any. As an intern, you will receive benefits such as two meals served at company cafeteria, public transportation reimbursement (included in Stipend).

The Internship may be terminated at any time, either by you or Rakuten India without any reason by giving 30 calendar days' written notice or 30 days' stipend in lieu of the notice to the other party.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning a copy of the same for Company records.

Sincerely,

For Rakuten India Enterprise Private Limited

*

Nalini George

Chief Human Resource Officer, Rakuten India

I accept internship opportunity at Rakuten India on the terms and conditions set out in this letter.



23rd December, 2021
Bangalore

Rakuten India Enterprise Pvt Ltd

Crimson House Bengaluru, #19/2, Shrutha Complex, Primrose Rd, Off M.G. Road
Bangalore – 560025



23rd December, 2021
Bangalore

N Lakshmi Samyu
Methodist College

Internship Offer Letter

Dear Lakshmi

Rakuten is pleased to offer you an educational internship opportunity as a "Technical Intern". You will report to Madhusudhan G. This position is located in Bangalore. You will begin your internship with us on 17 January 2022 and will be expected to work 5 days a week. The expected end date of your internship is 16 July 2022.

This letter is not a letter to offer employment but only an offer to Internship issued solely upon your request to enable you to complete your educational course. Further, please note that the stipend is paid to assist you in meeting the expenses of your education including college / tuition fees, purchase of books, subscriptions to portals with study materials, printing & stationery and such other expenses related to your education. The stipend amount is not in consideration of your services to Rakuten. Rakuten reserves its right to discontinue payment of stipend or the internship arrangement at any time with intimation to you.

You will be paid monthly stipend of **INR 25000** (INR TwentyFive Thousand Only) including all applicable taxes if any. As an intern, you will receive benefits such as two meals served at company cafeteria, public transportation reimbursement (included in Stipend).

The Internship may be terminated at any time, either by you or Rakuten India without any reason by giving 30 calendar days' written notice or 30 days' stipend in lieu of the notice to the other party.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning a copy of the same for Company records.

Sincerely,

For Rakuten India Enterprise Private Limited

*

Nalini George

Chief Human Resource Officer, Rakuten India

I accept internship opportunity at Rakuten India on the terms and conditions set out in this letter.



23rd December, 2021
Bangalore

Rakuten India Enterprise Pvt Ltd

Crimson House Bengaluru, #19/2, Shrutha Complex, Primrose Rd, Off M.G. Road
Bangalore – 560025



23rd December, 2021
Bangalore

Chilukuri Rishi Kumar
Methodist College

Internship Offer Letter

Dear Chilukuri,

Rakuten is pleased to offer you an educational internship opportunity as a "Technical Intern". You will report to Madhusudhan G. This position is located in Bangalore. You will begin your internship with us on 17 January 2022 and will be expected to work 5 days a week. The expected end date of your internship is 16 July 2022.

This letter is not a letter to offer employment but only an offer to Internship issued solely upon your request to enable you to complete your educational course. Further, please note that the stipend is paid to assist you in meeting the expenses of your education including college / tuition fees, purchase of books, subscriptions to portals with study materials, printing & stationery and such other expenses related to your education. The stipend amount is not in consideration of your services to Rakuten. Rakuten reserves its right to discontinue payment of stipend or the internship arrangement at any time with intimation to you.

You will be paid monthly stipend of **INR 25000** (INR TwentyFive Thousand Only) including all applicable taxes if any. As an intern, you will receive benefits such as two meals served at company cafeteria, public transportation reimbursement (included in Stipend).

The Internship may be terminated at any time, either by you or Rakuten India without any reason by giving 30 calendar days' written notice or 30 days' stipend in lieu of the notice to the other party.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning a copy of the same for Company records.

Sincerely,

For Rakuten India Enterprise Private Limited

*

Nalini George

Chief Human Resource Officer, Rakuten India

I accept internship opportunity at Rakuten India on the terms and conditions set out in this letter.



23rd December, 2021
Bangalore

Rakuten India Enterprise Pvt Ltd

Crimson House Bengaluru, #19/2, Shrutha Complex, Primrose Rd, Off M.G. Road
Bangalore – 560025

Offer Letter

Ref ID: SS/HR/OL/22/043

Date: 3rd March 2022

Name: Mohammed Zain Shafi

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Dear Mohammed Zain Shafi,

Further to your application and interview with STIC Soft, we are pleased to offer you a position of **Trainee Software Engineer** in our organization.

This Offer Letter (the or this "Agreement") is entered into by and between Mohammed Zain Shafi ("Software Engineer" or "Trainee Software Engineer"), aged 21 Years, S/O Mohammed Nazmuddin, residing at 16-7-467/1/A/B, Azampura, Azampura Chaman, Hyderabad, Telangana - 500024 and STIC Soft E-Solutions Private Limited, ("Company" or "STIC SOFT"), a company having its registered office at Fortune Chambers, Plot No. 8 to 11, Image Garden Road, Madhapur, Hi-Tech City, Hyderabad – 500 081. The "Company" term includes STIC Soft E-Solutions Private Limited, it's Clients and Client's Customers. Trainee and Company may each be individually referred to hereinafter as a "Party" or collectively as the "Parties."

D) NOW THEREFORE, in consideration of the mutual promises contained herein and for other good and valuable consideration the receipt and sufficiency of which the Parties acknowledge, the Parties hereby agree as follows:

1. Internship Program:

- a) You are required to join the services of the Company at the earliest, but in any case, not later than **21st March 2022**, unless otherwise communicated in writing by the company.
- b) Trainee Internship is for a minimum period of four (4) months. During this training period, Trainee's stipend CTC would be **INR. 20,000/-** (Twenty Thousand Indian Rupees only) per month. He/ She will be provided with a mentor during the Internship period.
- c) This Program is a 4 months training program designed to provide Trainees with skills and knowledge that can be built upon advance and acquire the skills of a software engineer. The training program is a program, provided at no cost to eligible Trainees accepted into the training program.
- d) During the term, Trainee undertake to devote best efforts, knowledge and skill and devote substantially all their working time (at least 40 hours a week) and attention to the performance of duties.
- e) As part of our ongoing commitment to continued learning and development, Company has designed this Internship to enables trainees to get introduced to various emerging technologies. As they are entering the IT Industry, it is important to have a solid foundation in Programming languages, Databases and Operating Systems and Behavioral skills.
- f) Trainee performance will be tracked periodically and provide feedback when necessary. Upon successful completion of 4 months Internship at, trainees will be required to clear the final review with Company that includes an assessment and one to one interaction.
- g) Detailed description of training details is given in the Training Agreement.
- h) All Trainees will be required to agree to, abide by and adhere to the rules of use and policies in (or referenced in) Training Agreement.
- i) Attendance: Trainers will accurately report trainees training hours and Company will not encourage, require, or permit trainees to skip trainings or absence from trainings or falsify training hours.
- j) Program Disclaimers: Company reserves the right to remove Trainees from the program for any reason during the course of the program including, but not limited to, attendance, performance, or conduct, or to discontinue the program at any time without notice on an as-needed basis.

2. Appointment after Internship:

- a. After clearing the final review that includes an assessment and one to one interaction, at the sole discretion of Company and in accordance with the terms in Training Agreement, trainee may be offered an employment as "**Associate Software Engineer**" by the Company.
- b. By accepting this offer Trainee acknowledges and assures that he/she will continue to remain in the employment of the Company for a minimum period of twenty-four months (24) ("hereinafter called minimum period/ mandatory period) from the date of appointment as an employee, with the Company. He/ She further agrees and acknowledges that, in the event Trainee voluntarily resign and/or are terminated from the services of Company, for any lawful

Candidate Signature:

STRICTLY PRIVATE AND CONFIDENTIAL

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May 27, 2022

To,
Sree Nandini

Sub: Offer Letter

Dear Nandini,

We are pleased to make you an offer for the position of **'System Software Associate Programmer'** at **TTEC Digital Analytics India LLP - Hyderabad ('TTEC')** with a start date of **June 08, 2022** on the following terms of employment.

Annual Fixed Salary: Your total salary package including base salary, bonus and allowances will be **Rs. 5,45,760 (Five Lakhs Forty-Five Thousand Seven Hundred Sixty)** per annum as further described in Appendix A to this Offer Letter. All mandatory taxes and withholdings will be deducted at source from your compensation.

Additionally, TTEC encourages and rewards employees who truly reach for amazing. As part of this effort, you are eligible to participate in a discretionary rewards program offered by TTEC from time to time. Currently, TTEC offers the **Extra Mile Award ('EMA')** program for the employees who complete 6 (six) months' probation period. Please note that this program may change periodically. An EMA reward will be paid in accordance with Company policy and based on your individual contributions and Company's overall performance, which will be dispersed on a quarterly basis.

Paid Time Off: you will be initially entitled to annual paid time off in accordance with TTEC's Employee Handbook and applicable law and regulations. Your paid time off shall be adjusted in accordance with applicable law.

Supplemental Benefits: Supplemental benefits, including Group Life, Group Accident and Medi-claim insurance will be provided to you as an employee of Company. Under the Medi-claim plan you may enrol your spouse and up to 4 children. The cost of the coverage will be paid for by TTEC. TTEC also complies with statutory requirements including the Provident Fund as per the PF Act and Gratuity as per the Payment of the Gratuity Act.

STRICTLY PRIVATE AND CONFIDENTIAL

May 27, 2022

To,

K Sai Pravalika

Sub: Offer Letter

Dear K Sai Pravalika

We are pleased to make you an offer for the position of **'System Software Associate Programmer'** at **TTEC Digital Analytics India LLP - Hyderabad ('TTEC')** with a start date of **June 08, 2022** on the following terms of employment.

Annual Fixed Salary: Your total salary package including base salary, bonus and allowances will be **Rs. 5,45,760 (Five Lakhs Forty-Five Thousand Seven Hundred Sixty)** per annum as further described in Appendix A to this Offer Letter. All mandatory taxes and withholdings will be deducted at source from your compensation.

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STRICTLY PRIVATE AND CONFIDENTIAL

May 27, 2022

To,

Deekshit

Sub: Offer Letter

Dear **Deekshit**

We are pleased to make you an offer for the position of '**System Software Associate Programmer**' at **TTEC Digital Analytics India LLP - Hyderabad ('TTEC')** with a start date of **June 08, 2022** on the following terms of employment.

Annual Fixed Salary: Your total salary package including base salary, bonus and allowances will be **Rs. 5,45,760 (Five Lakhs Forty-Five Thousand Seven Hundred Sixty)** per annum as further described in Appendix A to this Offer Letter. All mandatory taxes and withholdings will be deducted at source from your compensation.

Additionally, TTEC encourages and rewards employees who truly reach for amazing. As part of this effort, you are eligible to participate in a discretionary rewards program offered by TTEC from time to time. Currently, TTEC offers the **Extra Mile Award ('EMA')** program for the employees who complete 6 (six) months' probation period. Please note that this program may change periodically. An EMA reward will be paid in accordance with Company policy and based on your individual contributions and Company's overall performance, which will be dispersed on a quarterly basis.

Paid Time Off: you will be initially entitled to annual paid time off in accordance with TTEC's Employee Handbook and applicable law and regulations. Your paid time off shall be adjusted in accordance with applicable law.

Supplemental Benefits: Supplemental benefits, including Group Life, Group Accident and Medi-claim insurance will be provided to you as an employee of Company. Under the Medi-claim plan you may enrol your spouse and up to 4 children. The cost of the coverage will be paid for by TTEC. TTEC also complies with statutory requirements including the Provident Fund as per the PF Act and Gratuity as per the Payment of the Gratuity Act.

STRICTLY PRIVATE AND CONFIDENTIAL

May 27, 2022

To,
D. Kedar Singh

Sub: Offer Letter

Dear Kedar,

We are pleased to make you an offer for the position of 'System Software Associate Programmer' at TTEC Digital Analytics India LLP - Hyderabad ('TTEC') with a start date of June 08, 2022 on the following terms of employment.

Annual Fixed Salary: Your total salary package including base salary, bonus and allowances will be Rs. 5,45,760 (Five Lakhs Forty-Five Thousand Seven Hundred Sixty) per annum as further described in Appendix A to this Offer Letter. All mandatory taxes and withholdings will be deducted at source from your compensation.

Additionally, TTEC encourages and rewards employees who truly reach for amazing. As part of this effort, you are eligible to participate in a discretionary rewards program offered by TTEC from time to time. Currently, TTEC offers the **Extra Mile Award ('EMA')** program for the employees who complete 6 (six) months' probation period. Please note that this program may change periodically. An EMA reward will be paid in accordance with Company policy and based on your individual contributions and Company's overall performance, which will be dispersed on a quarterly basis.

Paid Time Off: you will be initially entitled to annual paid time off in accordance with TTEC's Employee Handbook and applicable law and regulations. Your paid time off shall be adjusted in accordance with applicable law.

Supplemental Benefits: Supplemental benefits, including Group Life, Group Accident and Medi-claim insurance will be provided to you as an employee of Company. Under the Medi-claim plan you may enrol your spouse and up to 4 children. The cost of the coverage will be paid for by TTEC. TTEC also complies with statutory requirements including the Provident Fund as per the PF Act and Gratuity as per the Payment of the Gratuity Act.

STRICTLY PRIVATE AND CONFIDENTIAL

May 27, 2022

To,
Ashwatha Shravani

Sub: Offer Letter

Dear Shravani,

We are pleased to make you an offer for the position of '**System Software Associate Programmer**' at **TTEC Digital Analytics India LLP - Hyderabad ('TTEC')** with a start date of **June 08, 2022** on the following terms of employment.

Annual Fixed Salary: Your total salary package including base salary, bonus and allowances will be **Rs. 5,45,760 (Five Lakhs Forty-Five Thousand Seven Hundred Sixty)** per annum as further described in Appendix A to this Offer Letter. All mandatory taxes and withholdings will be deducted at source from your compensation.

Additionally, TTEC encourages and rewards employees who truly reach for amazing. As part of this effort, you are eligible to participate in a discretionary rewards program offered by TTEC from time to time. Currently, TTEC offers the **Extra Mile Award ('EMA')** program for the employees who complete 6 (six) months' probation period. Please note that this program may change periodically. An EMA reward will be paid in accordance with Company policy and based on your individual contributions and Company's overall performance, which will be dispersed on a quarterly basis.

Paid Time Off: you will be initially entitled to annual paid time off in accordance with TTEC's Employee Handbook and applicable law and regulations. Your paid time off shall be adjusted in accordance with applicable law.

Supplemental Benefits: Supplemental benefits, including Group Life, Group Accident and Medi-claim insurance will be provided to you as an employee of Company. Under the Medi-claim plan you may enrol your spouse and up to 4 children. The cost of the coverage will be paid for by TTEC. TTEC also complies with statutory requirements including the Provident Fund as per the PF Act and Gratuity as per the Payment of the Gratuity Act.

18-3001



10/02/2022

Rishik Reddy
WFL (ABAD) - Telangana - 500086

Subject: Letter of Offer and Terms of Employment

Dear Rishik,

Thank you for exploring your career opportunities with TA Digital (the Company). You have successfully completed all initial selection processes and we are pleased to make you an offer of employment.

You have been selected for the position of **Trainee Software Engineer, Job Band A1** at Company's **Hyderabad Office**. This letter states the terms of your employment offer. During your probation cum training period, your annual CTC (Cost to Company) will be **Rs. 4,20,372/- (Rupees Four Lakhs Twenty Thousand Three Hundred and Seventy Two Only)**. The detailed breakup of the CTC is given in **Annexure A**.

On successful completion of probation cum training period, your designation will be **Associate Software Engineer Job Band A2**. Your annual total compensation would be revised to **Rs. 6,70,372/- (Rupees Five Lakhs Seventy Thousand Three Hundred and Seventy Two Only)**. The detailed breakup of the CTC is given in **Annexure B**.

This offer is issued to you based on your acceptance to sign a service agreement with the Company, requiring to complete a mandatory probation period of **ten months and six months from the date of your joining**. In case you leave the company on your own accord before completing the mandatory probation period, you will be required to provide minimum prior notice of **2 months if you have finished probation** and be bound to pay the Company an amount of **Rs. 2,50,000/-**.

This offer is valid till **04-02-2022**. You should send the acceptance of the offer before this date by signing and making the duplicate copy of this offer letter. The date of joining would be officially communicated to you by our HR Department. You would receive a detailed appointment letter at the time of joining.

Your employment with us will be governed by the **Terms and Conditions** as detailed in **Annexure - C**. Please submit all the documents specified in **Annexure - D** as soon as possible, after which the Company would do the background verification. Should you have any questions, please do not hesitate to contact us. We look forward to receiving your acceptance and joining the services of the company.

for TA DIGITAL (TECHASPECT SOLUTIONS PVT LTD)

Kailash Kabra
Head, Human Resources

Signature: _____
Rishik Reddy

TechAspect Solutions Private Limited
3rd Floor, N Heights, Plot No. #38, Hitech City Phase II, Madhapur,
Hyderabad, Telangana - 500081
Tel: +91 40 66217777 | tadigital.com | Corporate ID:
U72200TG2000P1C635744



64

Pininti Sreekar Reddy
Hyderabad, Telangana - 500070

Subject: Letter of Offer and Terms of Employment

Dear Pininti,

Thank you for exploring your career opportunities with TA Digital (the Company). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

You have been selected for the position of **Trainee Software Engineer**, with Job Band A1, at Company's **Hyderabad Office**. This letter states the terms of our employment offer. During your probation cum training period, your annual CTC (Cost to Company) will be **Rs. 4,20,372/- (Rupees Four Lakhs Twenty Thousand Three Hundred and Seventy Two Only)**. The detailed breakup of the CTC is given in **Annexure A**.

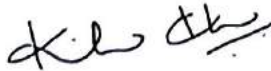
On successful completion of probation cum training period, your designation will be **Associate Software Engineer** with Job Band A2. Your annual total compensation would be revised to **Rs. 5,70,372/- (Rupees Five Lakhs Seventy Thousand Three Hundred and Seventy Two Only)**. The detailed breakup of the CTC is given in **Annexure B**.

This offer is issued to you based on your acceptance to sign a service agreement with the company, agreeing to complete a mandatory service period of **two years and six months from the date of your joining**. In case you leave the company on your own accord before completing the mandatory service period, you will (a) need to provide minimum prior notice of **2 months if you have finished probation**, and (b) need to pay the company an amount of **Rs. 2,50,000**.

This offer is valid till **04-02-2022**. You should send the acceptance of the offer before this date by signing and mailing the duplicate copy of the offer letter. The date of joining would be officially communicated to you by our HR Department. You would receive a detailed appointment letter at the time of joining.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure - C**. Please submit all the documents specified in **Annexure - D** as soon as possible, after which the Company would do the background verification. Should you have any questions, please do not hesitate to contact me. We look forward to receiving your acceptance and joining the services of the company.

for TA DIGITAL (TECHASPECT SOLUTIONS PVT LTD)



Kailash Kabra
Head, Human Resources

Signature: _____
Pininti Reddy

07-02-2022

Abdul Moid Khan Mohammed
Hyderabad, Telangana - 500030

Subject: Letter of Offer and Terms of Employment

Dear Abdul Moid Khan,

Thank you for exploring your career opportunities with TA Digital (the Company). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

You have been selected for the position of **Trainee Software Engineer**, with **Job Band A1**, at Company's **Hyderabad Office**. This letter states the terms of our employment offer. During your probation cum training period, your annual CTC (Cost to Company) will be **Rs. 4,20,372/- (Rupees Four Lakhs Twenty Thousand Three Hundred and Seventy Two Only)**. The detailed breakup of the CTC is given in **Annexure A**.

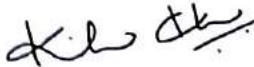
On successful completion of probation cum training period, your designation will be **Associate Software Engineer** with **Job Band A2**. Your annual total compensation would be revised to **Rs. 5,70,372/- (Rupees Five Lakhs Seventy Thousand Three Hundred and Seventy Two Only)**. The detailed breakup of the CTC is given in **Annexure B**.

This offer is issued to you based on your acceptance to sign a service agreement with the company, agreeing to complete a mandatory service period of **two years and six months from the date of your joining**. In case you leave the company on your own accord before completing the mandatory service period, you will (a) need to provide minimum prior notice of **2 months** if you have finished probation, and (b) need to pay the company an amount of **Rs. 2,50,000**.

This offer is valid till **04-02-2022**. You should send the acceptance of the offer before this date by signing and mailing the duplicate copy of the offer letter. The date of joining would be officially communicated to you by our HR Department. You would receive a detailed appointment letter at the time of joining.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure - C**. Please submit all the documents specified in **Annexure - D** as soon as possible, after which the Company would do the background verification. Should you have any questions, please do not hesitate to contact me. We look forward to receiving your acceptance and joining the services of the company.

for TA DIGITAL (TECHASPECT SOLUTIONS PVT LTD)



Kailash Kabra
Head, Human Resources

Signature: _____
Abdul Moid Khan Mohammed





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Offer: Computer Consultancy
Ref: TCSL/DT20218093503/Hyderabad
Date: 13/11/2021

Mr. Yellepaddi V S Rohith Aditya
6-3-885/504, The Legend Apts Thakur Mansion Lane,
Behind Khazana Jewellers, Somajiguda,
Hyderabad-500082,
Telangana.
Tel# 91-8801019368

Dear Yellepaddi V S Rohith Aditya,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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TCSL/DT20218093503

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

As a workplace, we take pride in our best-in-class policies and standards, and a hyper-collaborative...
innovative work culture. A testimonial to our consistent efforts is that we have been...
Best Places to Work by the Great Places to Work Institute.

vention of any
tions, which do
ach by you of a
the reasonable
from concerned



160718733029

Offer: Computer Consultancy
Ref: TCSL/DT20218137481/Hyderabad
Date: 12/11/2021

Mr. Mahesh Goud Yamzala
3-44/1Balgangadharilak Street,
Orms Shop,
Hyderabad-501301,
Telangana.
Tel# -

Dear Mahesh Goud Yamzala,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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



Offer: Computer Consultancy
Ref:TCSL/DT20218093505/Hyderabad
Date: 12/11/2021

Mr.T.Venkatesh
Sree Lakshmi Apartments,
Kachiguda,
Hyderabad-500012,
Telangana.
Tel#91-9365782415

Dear Venkatesh

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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

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

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68

Offer: Computer Consultancy
Ref: TCSSL/DT20218093200 /Hyderabad
Date: 13/11/2021

shatvardha Reddy
Door No-100-118, New street,
Near water Tank,
Abids, Hyderabad-500082
Telangana
Tel#9505137281

Dear Shatvardha Reddy,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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



68

Offer: Computer Consultancy
Ref: TCSL/DT20218093418 /Hyderabad
Date: 13/11/2021

Saad Mirza
Door No: 400-1-1, Old Colony,
Narayanaguda,
Hyderabad-500082
Telangana
Tel#868895802

Dear Saad Mirza,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



68

Offer: Computer Consultancy
Ref: TCSL/DT20218093513 /Hyderabad
Date: 13/11/2021

Preetham Kasturi
DNo-100-200-1, KSR Nagar,
King Kotti,
Hyderabad-500082
Telangana
Tel#7842151821

Dear Preetham Kasturi,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

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TCSL/DT20218093503

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Tata Consultancy Services Limited

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



68

Offer: Computer Consultancy
Ref: TCSL/DT20218093556 /Hyderabad
Date: 13/11/2021

Polasa Rishikesh,
Door-Number-20-11-2001, Old New bus stop,
Malkpeat,
Hyderabad-500082,
Telangana,
Tel#7780697503

Dear Polasa Rishikesh,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Offer: Computer Consultancy
 Ref: TCSL/DT20218100725/Hyderabad
 Date: 13/11/2021

Mr. Rishik Reddy
 3-4-244,
 Opp Satya Enclave,
 Hyderabad-500053,
 Telangana.
 Tel# -

Dear Rishik Reddy,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

One Classmark, Hts 1 Software Units Layout, Madhuvanagar, Hyderabad 500 081 India
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
 Registered Office: Normal Building, 9th Floor, Naraina, New Delhi, India - 110028
 TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



14

Offer: Computer Consultancy
Ref: TCSL/DT20218101899/Hyderabad
Date: 12/11/2021

Ms. Lakshmi Samyu N
Flat No:205, Sana Square Apartments Sv Nagar, Nagaram,
Opposite To Bombay Juice,
Hyderabad-500001,
Telangana.
Tel# 91-9291311545

Dear Lakshmi Samyu N,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218101899

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

1



Offer: Computer Consultancy
Ref: TCSL/DT20218105000/Hyderabad
Date: 12/11/2021

Ms. Maneesha Mengana
4-1-1 Hanuman Tekdi, Abids,
Fernandez Hospital,
Hyderabad-500001,
Telangana.
Tel# 91-8555897660

Dear Maneesha Mengana,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218105000

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



68

Offer: Computer Consultancy
Ref: TCSL/DT20218093504 /Hyderabad
Date: 13/11/2021

M.Bharath,
100-220-3001, Near to Rajaji Hospital,
king kotti,
Hyderabad-500082
Telangana
Tel#9381278370

Dear M.Bharath,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218093503

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



68

Offer: Computer Consultancy
Ref: TCSL/DT20218093422 /Hyderabad
Date: 13/11/2021

G.Kushali,
DNo: 607-532, Near to Indian Bank,
King Kotti,
Hyderabad-500082,
Telangana.
Tel#9908021542

Dear G.Kushali,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218093503

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

21/1/2022
Hyderabad, Telangana

Yellepaddi V S Rohith Aditya
7780697503
rohithyellepeddi@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Yellepaddi V S Rohith Aditya,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

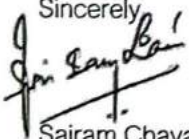
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Yellepaddi V S Rohith Aditya, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Yellepaddi V S Rohith Aditya



21/1/2022
Hyderabad, Telangana

T Kamaljeet
6309780217
snandini99@gmail.com
Sub: "Employment with TuringMinds.ai".

Dear T Kamaljeet ,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Syeda Waseemunnisa
8106915885
syedawunnisa@gmail.com
Sub: "Employment with TuringMinds.ai".

Dear Syeda Waseemunnisa,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali

Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Sree Nandini
6309780217
snandini99@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Sree Nandini,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

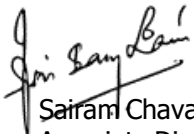
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Spoorthi S
7780697503
spoorthikumari.s@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Spoorthi S,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

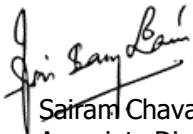
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

PUNNA ABHILASH
8688348683
pabhilashcse@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear PUNNA ABHILASH ,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

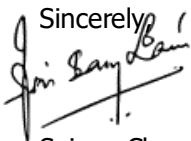
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Pininti Sreekar Reddy
6309780217
pinintisreekar@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Pininti Sreekar Reddy,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

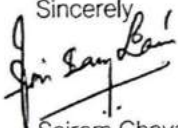
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Pininti Sreekar Reddy, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Pininti Sreekar Reddy

21/1/2022
Hyderabad, Telangana

Nerella Manikanta
6309780217
snandini99@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Nerella Manikanta,
Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

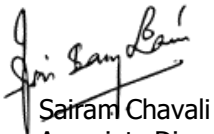
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
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11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

M Vaishnavi
9618657739
mvaishu333@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear M Vaishnavi ,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

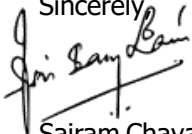
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
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 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
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11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

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You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
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Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

K Naresh
9398057893
kittunaresh107@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear K Naresh ,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sai Ram Chavali

Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Guguloth Gangarajam
9291417999
gangarajamguguloth@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Guguloth Gangarajam,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Gowlikar Nandini
8187873730
nandinigowlikar@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Gowlikar Nandini,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
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TERMS AND CONDITIONS

Satisfactory Completion of the Training

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 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
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8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
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11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

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All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
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- f. Copy of PAN Card
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Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Dharmika. D
7095173242
dharmikarsony@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Dharmika. D,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali

Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
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Total Salary (in INR)	500,000	41,667
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Gross Emoluments (in INR)	620,000	51,667

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TERMS AND CONDITIONS

Satisfactory Completion of the Training

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2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
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 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

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4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
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Repayment and Reimbursement of Expenses

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11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

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All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Chilukuri Rishi Kumar
7780787172
chrishikumar123@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Chilukuri Rishi Kumar,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

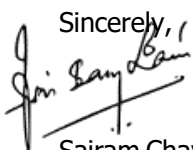
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
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Other Allowances	153,800	12,817
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TERMS AND CONDITIONS

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1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
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3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
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11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
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- a. Certificates in proof of your educational qualifications
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Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Ashwatha Shravani
6309780217
snandini99@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ashwatha Shravani,
Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Aakrithi Jaiswal
9949537541
aakrithijaiswal123@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Aakrithi Jaiswal,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Aakrithi Jaiswal, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Aakrithi Jaiswal

21/1/2022
Hyderabad, Telangana

Vanarasi Sainath
7680089986
vanarasi.sainath2000@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Vanarasi Sainath,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

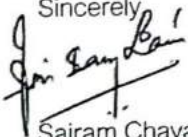
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Vanarasi Sainath, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Vanarasi Sainath



21/1/2022
Hyderabad, Telangana

Kotari venkata vishal
7093748355
kotarivv@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Kotari venkata vishal,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

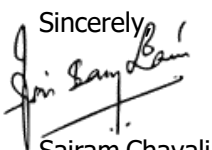
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

K. Sai Pravalika
7095173242
pravallikakotoju01@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear K. Sai Pravalika,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

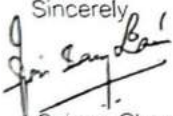
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, K. Sai Pravalika, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: K. Sai Pravalika

+91 81210 19111

 www.TuringMinds.ai

 info@turingminds.ai

2 Block A, 2nd Floor, Jyothi Imperial, Janardhana Hills, Gachibowli, Hyderabad – 500032

2 Block A, 2nd Floor, Jyothi Imperial, Hyderabad – 500032



21/1/2022
Hyderabad, Telangana

Jahnavi Vulli
7989522700
jahnavivulli00@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Jahnavi Vulli,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali
Associate Director - Human Resources

I, Jahnavi Vulli, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Jahnavi Vulli



21/1/2022
Hyderabad, Telangana

Harsha Vallakati
6309780217
harshavallakati909@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Harsha Vallakati,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions


1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.



Sincerely,
Sairam Chavali

Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:

Mahammed Abbas
+91 81210 19111

 www.TuringMinds.ai

 info@turingminds.ai

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Ekkurthi Sai Kumar
9440178237
saikumar.ekkurthi@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ekkurthi Sai Kumar,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
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Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

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TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

D. Kedar Singh
9515793951
dkedarsingh@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear D. Kedar Singh ,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali

Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

6x

21/1/2022
Hyderabad, Telangana

Batul Mohsina
6303330784
batul.mohsina01@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Batul Mohsina,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

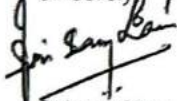
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Batul Mohsina, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Batul Mohsina



Vistex Asia-Pacific Pvt. Ltd.

(Formerly Vistex (India) Pvt Ltd.)

Now it all adds up™

HYDERABAD 3rd Floor, DSR Corporate Center, 1-90/B/C/4/A,
Patrika Nagar, Plot No. 1 & 2, Madhapur, Hyderabad 500081
Telephone: 040-23114412/13 www.vistex.com

HYSDCH2022047

Jan 17, 2022

Sreekar Reddy Pinniti
Hyderabad

Offer Letter

Dear **Mr. Sreekar Reddy Pinniti**,

This letter is to offer you an employment as an **Associate Software Engineer and Internship Training** with Vistex Asia-Pacific Private Ltd. This position will be based at Vistex Asia-Pacific Private Ltd., Hyderabad.

Your compensation will be a monthly stipend of **INR. 12,000** during the Internship training Period. On successful completion of training and final evaluation process, you will be confirmed your regular employment and entitled for a salary of **INR. 4,50,000** (Four Lakhs and Fifty Thousand Rupees) per Annum.

From the start of the regular employment, you are expected to serve for a minimum period of three years' service with Vistex Asia Pacific Pvt. Ltd. and must sign a contract for the same at the time of joining.

We expect you to report to work on **March 09, 2022 for the internship training.**

Training Days & hours during training period: 5 days a week Mon-Friday, 8 working hours per day. Any kind of leave need to be pre-approved, consecutive 2 or more days absence without proper approval from the training may lead to termination of this offer at the discretion of the Company.

You agree and acknowledge that:

1. This letter, represents the entire understanding between you and the Company; and
2. No verbal or written terms, promises or representations that are not specifically stated in this offer, are/ will be not binding upon the Company; and
3. You will not dispute anything in future over this offer of Internship with the Company once accepted freely; and
4. You authorized the Company to have background verification done by any third party.
5. The company has never asked you to pay any amount for the internship.
6. The Company has never demanded any original certificates to be retained with the Company during the internship training.
7. You will be monitored continuously during the training program and will be exposed on all facets of development, testing and business analyst skills.
8. You need to qualify and clear the weekly/Biweekly evaluation methodology adopted by your trainers/mentors.

Internship Offer_Vodafone Idea

Dear Zain shafi Mohammed,

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
2. You will be paid a consolidated stipend of Rs. 15,000 per month during your internship period. This stipend is an all-inclusive payment and will not attract any other allowance or benefits.
3. You will be bound by rules & regulations in regard to general conduct, which may be framed from time to time. Your project guide and mentor would be assigned post your joining.
4. Please note that your project Internship facility thus offered to you, shall automatically come to an end with effect from 06th May, 2022 after working hours unless withdrawn earlier or extended in accordance with clause no 1.
5. This is an assignment of a highly confidential nature and sensitive information may come in to your possession during the course of your assignment. It is understood that this information will not be divulged to any third party without prior written consent from us.
6. You are required to do a Presentation and submit a Project Report at the end of the assignment.

If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Syed Huzaifa Afzal,

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
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If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Dear Sree Nandini

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
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6. You are required to do a Presentation and submit a Project Report at the end of the assignment.

If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Dear Spoorthi

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
2. You will be paid a consolidated stipend of Rs. 15,000 per month during your internship period. This stipend is an all-inclusive payment and will not attract any other allowance or benefits.
3. You will be bound by rules & regulations in regard to general conduct, which may be framed from time to time. Your project guide and mentor would be assigned post your joining.
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5. This is an assignment of a highly confidential nature and sensitive information may come in to your possession during the course of your assignment. It is understood that this information will not be divulged to any third party without prior written consent from us.
6. You are required to do a Presentation and submit a Project Report at the end of the assignment.

If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Dear Samiya Hafsa,

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
2. You will be paid a consolidated stipend of Rs. 15,000 per month during your internship period. This stipend is an all-inclusive payment and will not attract any other allowance or benefits.
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5. This is an assignment of a highly confidential nature and sensitive information may come in to your possession during the course of your assignment. It is understood that this information will not be divulged to any third party without prior written consent from us.
6. You are required to do a Presentation and submit a Project Report at the end of the assignment.

If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Dear Bharath,

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
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3. You will be bound by rules & regulations in regard to general conduct, which may be framed from time to time. Your project guide and mentor would be assigned post your joining.
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6. You are required to do a Presentation and submit a Project Report at the end of the assignment.

If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Dear Abdual Moid Khan Mohammed,

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
2. You will be paid a consolidated stipend of Rs. 15,000 per month during your internship period. This stipend is an all-inclusive payment and will not attract any other allowance or benefits.
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6. You are required to do a Presentation and submit a Project Report at the end of the assignment.

If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team

Internship Offer_Vodafone Idea

Yellepaddi V S Rohith Aditya,

Methodist College of Engineering and Technology

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 07th March, 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 07th March, 2022 to 06th June, 2022. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
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If you are agreeable to the above terms & conditions, **please respond/reply to the email stating "I accept the internship with all the following terms and conditions"**. Also, mark the reply to jills.varghese54@vodafoneidea.com

Regards,
Khyati Mishra
HR Team



APPOINTMENT LETTER

March 22, 2022

Dear Y Mahesh Goud,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

V Bhaviteja Reddy,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

Preetham Kasturi,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
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- d. Your salary will be reviewed periodically as per Company policy.
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APPOINTMENT LETTER

March 22, 2022

P. Sreekar Reddy ,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

Dear Hemanth Ambati,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

G.Kushali,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

Chikari Aruna,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

January 24, 2022

Dear Arunkumar Vattimalla,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
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- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

Dear Sai Pravalika Kotoju,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

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- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



APPOINTMENT LETTER

March 22, 2022

Dear Ashwatha Shravani,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
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- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
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- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

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You will be eligible for:

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- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:



APPOINTMENT LETTER

March 25, 2022

Dear Thikkamallapolla Venkatesh,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
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- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

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- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:



APPOINTMENT LETTER

April 6, 2022

Dear sk ,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
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- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
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- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

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Date: 10/05 /2022

Intent to Offer

Dear Ekkurthi Kumar,

Syntellect ID: ASB22293619

Congratulations!

We are pleased to record this Intent to offer for the position **Associate Consultant (GCM 1)** 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 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 producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



Fwd: Congratulations - CSS Corp select

1 message

SREE NANDINI <sreenandini2001@gmail.com>
To: hariprasadgupta1967@gmail.com

Wed, 18 May 2022 at 2:24 pm

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

From: **Vandana** . <vandana@bigleaponline.com>

Date: Mon, 28 Mar 2022, 16:12

Subject: Congratulations - CSS Corp select

To: <PONUGOTIADITHIRAO68264@gmail.com>, <sreenandini2001@gmail.com>, <athishr22@gmail.com>, <sudhadarshan1777@gmail.com>, <kolanithisha369@gmail.com>

Dear Candidate,

Many Congratulations on your selection with CSS Corp as a Cyber Security. We wish you all the best.

We look forward to a google review for the support and service provided by the BigLeap team, this will help us in a big way and can also help you for any support in future.

Please click on the link below and give BigLeap a review. Please cross check the address, it should be the same as mentioned below.

BigLeap Solutions Pvt Ltd, 4th Floor, Markaz Complex, Mavoor Rd, Kozhikode, Kerala.

https://www.google.com/search?q=bigleap+solutions&rlz=1C1FKPE_enIN964IN964&oq=bi&aqs=chrome.1.69i57j69i59j0i433i512j0i131i433i512j46i433i512j0i433i512j0i131i433i512j0i1911j0j15&sourceid=chrome&ie=UTF-8#lrd=0x3ba659489679c43f:0xbe3416813b865b80,3,,

Procedure to give the review - do it from desktop or a laptop

Type - BigLeap in the browser - right hand side you get to see the BigLeap Solutions, address should be 4th Floor, Markaz Complex, Mavoor Rd, Kozhikode, Kerala- In the beginning lines you get to see the option Google Reviews, click on that, add your review for our service.

Please check your mails on a regular basis for the next updates.

Kinds Regards,
VANDANA NERURKAR
9778413314
Senior Manager - Operations



Fwd: Offer Proposal

1 message

23 July 2022 at 11:00

kesham manogna <keshammanogna111@gmail.com>
To: xerox15xerox@gmail.com

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

From: **Sohini Roy** <sohini.roy@popcornapps.com>
Date: Wed, Jun 29, 2022, 8:41 PM
Subject: Offer Proposal
To: Keshammanogna111@gmail.com <Keshammanogna111@gmail.com>

Hi Kesham Monogna,

We are pleased to offer you employment at PopcornApps Software Pvt. Ltd. as a "Salesforce Developer - Trainee ". As per our discussion, your date of joining is **4th July 2022** . This is a letter of intent and the formal letter of appointment with the salary details would be given to you on the day of joining. Looking forward to your contribution to the growth of the organization and yourself. This offer is valid until **30th June 2022** so please respond to this email with your acceptance at the earliest.

On the date of joining, please submit with us the following documents for verification / submission.

1. Originals of educational certificates and mark sheets
2. Photo ID proof: PAN Card, Driving License / Passport / Voter ID card /Aadhar Card (Original & 2 Copies of each)
3. Seven passport size-colored photographs
4. Address proof. Electricity bill/ Telephone bill/Voter ID card (Original & 2 Copies)
- 5.HDFC Bank account details(if any)

Regards,

Sohini Roy | learning and development Manager
sohini.roy@popcornapps.com | M: 8341110307



An ISO 9001 & 27001 company | USA | UK | India | Singapore

2 attachments

popcornapps image001.png
5K

popcornapps image001.png
5K

Fwd: Offer proposal

1 message

Sat, Jul 23, 2022 at 11:23 AM

pakashivani <pakashivani@gmail.com>
To: starinternet03 <starinternet03@gmail.com>

Sent from vivo smartphone

—— Forwarded ——

Sender: Sohini Roy <sohini.roy@popcornapps.com>

Date: Jul 16, 2022 11:31 AM

Subject: Offer proposal

Recipient:

CC:

Hi Shivani,

We are pleased to offer you employment at PopcornApps Software Pvt. Ltd. as a "**Salesforce Developer - Trainee**". As per our discussion, your date of joining is **18th July 2022**. This is a letter of intent and the formal letter of appointment with the salary details would be given to you on the day of joining.

Looking forward to your contribution to the growth of the organization and yourself. This offer is valid until **16th July 2022** so please respond to this email with your acceptance at the earliest.

On the date of joining, please submit with us the following documents for verification / submission.

1. Originals of educational certificates and mark sheets
2. Photo ID proof: PAN Card, Driving License / Passport / Voter ID card /Aadhar Card (Original & 2 Copies of each)
3. Seven passport size-colored photographs
4. Address proof. Electricity bill/ Telephone bill/Voter ID card (Original & 2 Copies)
- 5.HDFC Bank account details(if any)

Regards,

Sohni Roy | learning and development Manager
sohini.roy@popcornapps.com | M: 8341110307



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

Superset ID: 1552359

Letter of Intent ("LOI")

Dear Sai Ekkurthi,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



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www.capgemini.com/in-en

Superset ID: 1557673

Letter of Intent ("LOI")

Dear Sai Pravallika Kotoju ,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



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www.capgemini.com/in-en

Superset ID: 1523621

Letter of Intent ("LOI")

Dear Ashwatha Shravani,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



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www.capgemini.com/in-en

Superset ID: 1524221

Letter of Intent ("LOI")

Dear GARJAKUNTLA ROHIT,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

2013



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Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Superset ID: 1518975

Letter of Intent ("LOI")

Dear Shivva ,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

5/18/22, 7:31 PM

Gmail - You have a job offer for Systems Engineer role at Infosys

18 - 3113



Muchinthala Vaishnavi <vaishnavimuchinthala@gmail.com>

You have a job offer for **Systems Engineer role at Infosys**

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

Thu, Apr 21, 2022 at 11:45 PM



Dear Student,

Thank you for participating in the Infosys recruitment process. Congratulations! You have cleared the interview round of the process.

We are delighted to offer you the position of **Systems Engineer at Infosys**.

The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit. Additional benefits include health insurance of INR 4 lakhs per annum and a life cover of INR 30 lakhs.

You will soon hear from us about the next steps of the process.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com.

We look forward to welcoming you into the Infosys family.

Best regards,

Talent Acquisition

Infosys

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160718733019



Fwd: Infosys Campus Recruitment Program: Congratulations, you have a job offer

1 message

Garjakuntla Rohit <rohitgarjakuntla@gmail.com>
To: preetham.kasturi16@gmail.com

Mon, May 16, 2022 at 18:41

— Forwarded message —

From: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>
Date: Tue, 22 Mar 2022 at 11:52
Subject: Infosys Campus Recruitment Program: Congratulations, you have a job offer
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>



Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role. The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys



Mindtree

A Larsen & Toubro Group Company

2011

Date: 22-Apr-2022

To

Jahnavi Pidugu
INDIA

Dear Jahnavi Pidugu,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an **ENGINEER** in the salary grade **CI** subject to the following terms and conditions.

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

b) Secure 60% 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. Mindtree has training centers in Bangalore, Hyderabad, Chennai, Pune, Noida and Kolkata. Based on the preference expressed by you during the selection process, you shall initially undergo training at Mindtree training center in Hyderabad (Orchard Learning Programme), which helps you to transition to the corporate world of technology solutions. The details of the programme and the specific address of the training location in Hyderabad will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs prior to or during your training period.

Jahnavi Pidugu

Jahnavi Pidugu (091 25 4017 15 48 GMT+5.5)

Date:-07-02-2022

Rishikesh Polasa
Bangalore

OFFER LETTER

Dear Rishikesh,

This has reference to your interest in taking up a full-time employment with **ZopSmart** (Raramuri Consultancy Services LLP)

We are pleased to offer you employment in the position of Software Engineer, with **ZopSmart**. You will be on internship for a period of 6 months from the date of your joining in **07-02-2022** with a stipend of **Rs. 30000** per month. And once the internship period is over, you will be converted to full time employee. You will be reporting to the Lead Engineer or any other person authorized by the company.

1. Position

1.1. You will be employed with the **Technology Team**. In addition to your usual duties, you will also perform, observe and conform to such directions and instructions assigned or communicated to you by the Company. As a member of an organization that practices flexibility and continuous improvement in work processes and practices, the Company may from time to time change your duties and responsibilities at its sole discretion.

2. Location

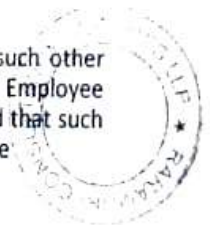
2.1 You will be based at the Company's office at **Bangalore**.

2.2 The Company reserves the right to transfer you at any time to any other location in India or abroad, and/or to a branch office, subsidiary, affiliate company, department or establishment of the Company, whether in existence on the date of this letter or established or acquired later, provided that the terms and conditions of your employment set forth herein are not adversely affected by such transfer. The Company further reserves the right, subject to applicable laws, to transfer your employment to any other company or legal entity, as part of any transfer of relevant business of the Company or as part of any restructuring or amalgamation or reorganization plan implemented by the Company or by which the Company is bound

3. Compensation and Benefits

3.1 Your gross compensation shall be as set out in *Annexure A* annexed hereto and will be subject to all statutory deductions that the Company is required to make.

3.2 The Company intends to provide all the applicable statutory benefits and such other benefits that the Company may from time to time decide to provide including (a) Employee Provident Fund, (b) Employee State Insurance (ESI), (c) Pension. It is however clarified that such benefits and other benefits, if any, and entitlements that may be provided to you by the





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www.capgemini.com/in-en

Superset ID: 2297201

Letter of Intent ("LOI")

Dear G. Chakradhar Reddy,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2297201**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2297201**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2297201**

Thanking you,
Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

G. Chakradhar Reddy **Analyst and A4**

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi **Head - Fresher Hiring**

This is a system generated document and does not need a signature

Regd Office: Pune Hinjewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, MIDC SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6699 1000 | Fax: +91 20 6699 5050 | CIN: U85110PN1993PLC145950



ADITYA BIRLA GROUP

30th March 2022

Dear Shamistha Mallick,
Methodist College of Engineering and Technology

Offer Letter - Engineering Leadership Program 2022

Congratulations! Welcome to the Aditya Birla Group.

We at Aditya Birla Management Corporation Private Limited (ABMCPL) are pleased to inform you that you have been selected for the role of participant in the Engineering Leadership Program (ELP) 2022. ELP is an initiative led by ABMCPL for the companies of the Aditya Birla Group*.

The details of your compensation and benefits are set out below for your perusal.

Terms & Conditions:

1. The Date of Joining (DOJ), location and certain formalities regarding your role shall be communicated to you in due course of time. Detailed information, including but not limited to, department, function, specific break-down of salary and assigned business shall be duly provided to you on the DOJ.
2. A detailed letter of appointment shall be issued to you on your DOJ by one of the companies of the Aditya Birla Group whose payrolls you would be on, and the terms and conditions of such company would be applicable to you from the DOJ.
3. Your Cost to Company (CTC) on joining will be Rs. 6,00,000/- p.a. (Rupees Six Lakhs per annum), which includes but is not limited to, company housing benefit valuation. The payment of compensation shall be subject to deduction of Income Tax as per the prevailing Income Tax rates and other statutory deductions, as may be required under the applicable laws in force from time to time.
4. Pursuant to the completion of 12 months from DOJ, you shall undergo an assessment conducted by the company whose payrolls you would be on. Upon successful completion of the assessment, you shall be confirmed and your compensation therein will be revised to Rs. 6,60,000/- p.a. (Rupees Six Lakhs Sixty Thousand per annum). Additionally, a retention bonus of Rs. 3,00,000/- (Rupees Three Lakhs) will be paid over a period of 4 years as per the conditions applicable to you which will be communicated in the detailed letter of appointment.
5. This offer is valid subject to the receipt and confirmation of (1) reference checks, (2) antecedent checks, (3) pre-employment medical test(s), (4) not having color blindness, or hearing impairment and (5) the eye-power, whether myopic or hyperopic, not exceeding +/- 6.
6. This Offer Letter shall stand as automatically terminated upon issuance of a detailed letter of appointment by the relevant Aditya Birla Group company pursuant to which your terms of employment shall be governed by such letter of appointment. The compensation details as provided herein will continue to remain the same in your letter of appointment issued by the relevant Aditya Birla Group company.

GROUP HUMAN RESOURCES

Aditya Birla Management Corporation Pvt. Ltd.

Aditya Birla Centre, 'C' Wing, 3rd Floor, S.K. Ahire Marg, Worli, Mumbai 400 030, India.
T: +91 22 6652 5000 / 2499 5000 | F: +91 22 6652 5811 / 2499 5811 | W: www.adityabirla.com
Corporate ID No.: U73100MH1999PTC118379



ADITYA BIRLA GROUP

Please acknowledge your acceptance by signing and putting down the date of signing on each page of this document. This signed copy must be shared with Bhavna Kotak (bhavna.tanwani@adityabirla.com) by your placement team within 10 days of receiving the same. The failure to communicate your acceptance within the stipulated time, would rescind the offer under this letter.

Our entire team looks forward to meeting you at Aditya Birla Group!

Yours faithfully,

For Aditya Birla Management Corporation Pvt. Ltd.

**Anju Jumde
Portfolio Head – Young Talent Management
Group Human Resources
Aditya Birla Management Corporation Pvt. Ltd.**

I have read the information above and accept the terms and conditions stated herein.

Signed:

Name:

Date:

Place:

*Aditya Birla Group is not a legal entity but an expression created and used after the larger Birla Family re-organisation / arrangement, to represent companies and other entities, including joint venture companies, in which Kumar Mangalam Birla and/or his family (Mother, Spouse and Children) ("KMB Family") hold(s) directly or indirectly at least 20% of the voting rights and are allowed to use Aditya Birla Logo; and/or companies and other entities which are traditionally controlled and/or managed by KMB Family, and/or combination thereof.



ADITYA BIRLA GROUP

30th March 2022

Dear Ganji gopi,
Methodist College of Engineering and Technology

Offer Letter - Engineering Leadership Program.2022

Congratulations! Welcome to the Aditya Birla Group.

We at Aditya Birla Management Corporation Private Limited (ABMCPL) are pleased to inform you that you have been selected for the role of participant in the Engineering Leadership Program (ELP) 2022. ELP is an initiative led by ABMCPL for the companies of the Aditya Birla Group*.

The details of your compensation and benefits are set out below for your perusal.

Terms & Conditions:

1. The Date of Joining (DOJ), location and certain formalities regarding your role shall be communicated to you in due course of time. Detailed information, including but not limited to, department, function, specific break-down of salary and assigned business shall be duly provided to you on the DOJ.
2. A detailed letter of appointment shall be issued to you on your DOJ by one of the companies of the Aditya Birla Group whose payrolls you would be on, and the terms and conditions of such company would be applicable to you from the DOJ.
3. Your Cost to Company (CTC) on joining will be Rs. 6,00,000/- p.a. (Rupees Six Lakhs per annum), which includes but is not limited to, company housing benefit valuation. The payment of compensation shall be subject to deduction of Income Tax as per the prevailing Income Tax rates and other statutory deductions, as may be required under the applicable laws in force from time to time.
4. Pursuant to the completion of 12 months from DOJ, you shall undergo an assessment conducted by the company whose payrolls you would be on. Upon successful completion of the assessment, you shall be confirmed and your compensation therein will be revised to Rs. 6,60,000/- p.a. (Rupees Six Lakhs Sixty Thousand per annum). Additionally, a retention bonus of Rs. 3,00,000/- (Rupees Three Lakhs) will be paid over a period of 4 years as per the conditions applicable to you which will be communicated in the detailed letter of appointment.
5. This offer is valid subject to the receipt and confirmation of (1) reference checks, (2) antecedent checks, (3) pre-employment medical test(s), (4) not having color blindness, or hearing impairment and (5) the eye-power, whether myopic or hyperopic, not exceeding +/- 6.
6. This Offer Letter shall stand as automatically terminated upon issuance of a detailed letter of appointment by the relevant Aditya Birla Group company pursuant to which your terms of employment shall be governed by such letter of appointment. The compensation details as provided herein will continue to remain the same in your letter of appointment issued by the relevant Aditya Birla Group company.

GROUP HUMAN RESOURCES

Aditya Birla Management Corporation Pvt. Ltd.

Aditya Birla Centre, 'C' Wing, 3rd Floor, S.K. Ahire Marg, Worli, Mumbai 400 030, India.
T: +9122 6652 5000 / 2499 5000 | F: +9122 6652 5811 / 2499 5811 | W: www.adityabirla.com
Corporate ID No.: U73100MH1999PTC118379



ADITYA BIRLA GROUP

Please acknowledge your acceptance by signing and putting down the date of signing on each page of this document. This signed copy must be shared with Bhavna Kotak (bhavna.tanwani@adityabirla.com) by your placement team within 10 days of receiving the same. The failure to communicate your acceptance within the stipulated time, would rescind the offer under this letter.

Our entire team looks forward to meeting you at Aditya Birla Group!

Yours faithfully,

For Aditya Birla Management Corporation Pvt. Ltd.

Anju Jumde
Portfolio Head – Young Talent Management
Group Human Resources
Aditya Birla Management Corporation Pvt. Ltd.

I have read the information above and accept the terms and conditions stated herein.

Signed:

Name:

Date:

Place:

*Aditya Birla Group is not a legal entity but an expression created and used after the larger Birla Family re-organisation / arrangement, to represent companies and other entities, including joint venture companies, in which Kumar Mangalam Birla and/or his family (Mother, Spouse and Children) ("KMB Family") hold(s) directly or indirectly at least 20% of the voting rights and are allowed to use Aditya Birla Logo; and/or companies and other entities which are traditionally controlled and/or managed by KMB Family, and/or combination thereof.



21/1/2022
Hyderabad, Telangana

Gampala Anjali
9581838261
gampalaanjali111@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Gampala Anjali,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

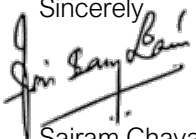
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Gampala Anjali, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Gampala Anjali

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Sharmistha Mallick
8019251841
sharmisthamallick97547@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Sharmistha Mallick,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

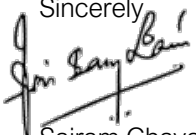
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Sharmistha Mallick, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Sharmistha Mallick

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Bandam Prathyusha
7995059224
bandamprathyusha@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Bandam Prathyusha,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

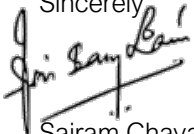
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Bandam Prathyusha, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: B. Prathyusha

Date: 28-03-2022

Full Name: Bandam Prathyusha

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Daroju Hemanth
8919172899
hemanthdaraju@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Daroju Hemanth,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

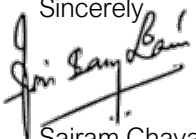
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Daroju Hemanth, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Daroju Hemanth

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

GURADI PRANAY
9912074016
guradipranay99@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear GURADI PRANAY,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 628,004 (Six Lakh Twenty-Eight Thousand and Four)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.

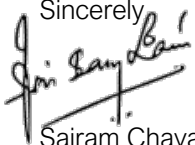
Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, GURADI PRANAY, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: 

Date: 12/03/2022

Full Name: GURADI PRANAY

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	628,004	52,334

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

K Sravan Kumar
9494191425
k.chravan@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear K Sravan Kumar,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

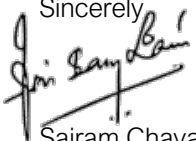
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, K Sravan Kumar, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: K Sravan Kumar

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Mohammad Azeemuddin
7989981562
mohammadazeemuddin2021@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mohammad Azeemuddin,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

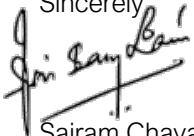
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Mohammad Azeemuddin, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Mohammad Azeemuddin

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Mahammed Abbas
8801029596
mdabbas@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mahammed Abbas,
Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

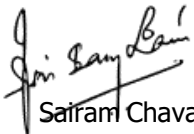
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mahammed Abbas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Abbas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Mahammed Rafiullah
9100489680
mdrafiullah@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mahammed Rafiullah,
Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mahammed Rafiullah, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name:
Mahammed Rafiullah

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

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TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Syed Mujtaba Shaji
9100489680
syedmujtabashaji@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Syed Mujtaba Shaji,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

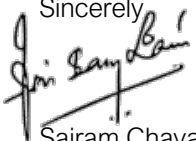
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Syed Mujtaba Shaji, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Syed Mujtaba Shaji

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Vojjala Shivani
8978808685
shivanivojjala@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Vojjala Shivani ,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

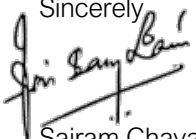
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Vojjala Shivani , accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Vojjala Shivani

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
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HRA	72,000	6,000
Food Coupons	26,400	2,200
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- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



Ref: LTTS/HR/ET/2022-23/11852

Date: 08th February 2022

Name: Amarawaj Rohini

Letter of Intent

Dear Amarawaj Rohini

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10th and 12th).
- Having secured 60% aggregate in Engineering Graduation
- Found medically fit by the Company authorized doctors.
- **Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.**
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the class room / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,000/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations and policies of the company.



If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

All communications / notices should be addressed to:

Human Resource Dept – Talent Acquisition (Campus Hiring) —
L&T - Technology Services, SEZ Unit II,
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,
Nagawara, Bangalore 560045

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

Yours truly,
For L&T Technology Services Limited

Prakash Krishnamoorthy
Head – Leadership Hiring and Strategic Talent Initiatives

Acceptance by applicant below

.....
I have read this Letter of Intent and accept the same

Name: Amarawaj Rohini

College: *Methodist College of ENGG. TECH., Hyderabad*

Signature *A. Rohini*

Date: *09.02.2022*



APPOINTMENT LETTER

January 20, 2022

Dear ROSHAN PARISA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
 - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
 - i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
 - v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited**,



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I**DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
 - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
 - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
 - c. Unauthorized disclosure or communication of UPSI.
 - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I ROSHAN PARISA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- processing my job application including background verification checks;
- employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: ROSHAN PARISA

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

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

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

- I. The special bonus is subject to:
 - a. you being "active" in the services of the company through to retention date as applicable
 - b. your employment has not been terminated for poor performance or for cause prior to retention date
 - c. you have not resigned voluntarily or abandoned your job as of the retention date
- II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.
- III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts
- IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy
- V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.
- VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI**Variable Pay - A BRIEF OVERVIEW****Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. **Medical Assistance Program (MAS)**:** This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. **Mediclaim:** You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept Decline

Signature ROSHAN PARISA 20/1/2022 4:42 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited T :+91 (80) 2844 0011

Doddakannelli F :+91 (80) 2844 0054

Sarjapur Road E :info@wipro.com

Bengaluru 560 035 W :wipro.com

India C :L32102KA1945PLC020800

23156629

DOC: - SA/TA/Hyd/2022/3307

Date: -1/4/2022

Dear B.Akhila Reddy

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3260

Date: -1/4/2022

Dear Narsampally Vijayakar

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3294

Date: -1/4/2022

Dear C G Jonathan Samuel Anandam

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3268

Date: -1/4/2022

Dear Abdul Rauf Khan

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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5. Pan card
6. 3 Passport size photographs.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3273

Date: -1/4/2022

Dear Mohammed Ibrahim

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3269

Date: -1/4/2022

Dear Karthik Nadam

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3239

Date: -1/4/2022

Dear Mohammad Azeemuddin

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3249

Date: -1/4/2022

Dear Mohammed Sohail

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3264

Date: -1/4/2022

Dear Syed Mujtaba Shaji

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3234

Date: -1/4/2022

Dear Mohd Rafiullah

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

EMPLOYMENT OFFER LETTER

Capgemini Ref: 6460625/1538834,

10/11/2022,
Beeravelly Sindhu Bhargavi.

H.No. 4-4-125, Gandhi chowk, Kalwagadda, Near Krishna Temple, Nirmal, Pincode- 504106
Adilabad, Karnataka
India.

Confidential

Dear Beeravelly Sindhu Bhargavi,

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 **12/01/2022** (or such other date as may be communicated to you by the Company), as per details given below.

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

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

C) You have to report by 9:00 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 400,010.00 (Rupees Four Lakh And Ten Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

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

Analyst

Total Cost to Company (CTC).

Rs.400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.180,000.00
House Rent Allowance	Rs.9,000.00	Rs.108,000.00
Other Allowances and Reimbursements – 1 #	Rs.1,890.00	Rs.22,680.00
Other Allowances and Reimbursements – 2 +	Rs.839.00	Rs.10,068.00
Advance Statutory Bonus ++	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.29,878.00	Rs.358,536.00
Capgemini's contribution to PF *	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.8,664.00
Total Fixed Compensation		Rs.388,800.00
Total Cash Compensation		Rs.388,800.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 400,010.00

You need to choose any of the following optional instruments that are a part of the Other Allowance and Reimbursements - 1. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00

+ You may choose any of the following optional instruments that are a part of the Other Allowances and Reimbursements - 2 to avail tax benefits. Balance amount that is not claimed will be paid as taxable personal allowance on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 2	Annualized
Leave Travel Assistance	60,000.00
Meal Card	26,400.00
Vehicle & Driver Reimbursement	21,600.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.
2. Employees should decide on the Other Allowances and Reimbursements (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. Leave Travel Assistance, Vehicle and Driver Reimbursement etc.), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
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.
- # All components under Other Allowance and Reimbursement - 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.
- + This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements -2' Nontaxable components (except Meal Card) 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 Caggemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.
2. Gratuity- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE:

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

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

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

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

G.) You shall be eligible for following additional one-time payout:

- **Special Incentive**: You shall be eligible for one-time incentive of **INR 25,000.00/- (Rupees Twenty Five Thousand Only)** post completion of one year of service from your date of joining with the Company. This payment will be made to you in the subsequent payroll cycle post completion of one year and will fully taxable. However, in the event that you are not an active employee of the Company (i.e. terminated or you resign from employment or for any other reason) post completion of one year but before the disbursement of one-time incentive, you shall not be entitled for this one-time incentive paid.

H.) 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.

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

J.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
 - a. You will submit relevant documents as mandated by the Company.
 - b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.
 - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini).
 - g. Your background verification check (including address, academics, employment, criminal etc. as applicable) conducted by the Company is cleared; and
 - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
 - i. Your employment shall be subjected to the below-mentioned additional terms and conditions.
 - a. You should clear the final degree examination and submit your Highest Degree/Provisional Certificate/Consolidated marksheet and/or Final year Mark sheet, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 01/30/2023 (for current year pass outs), our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b. You will be required to clear if applicable, the mandatory Entry Level Certification Training Test ("Test") of the Company in the first attempt. In case the Test is applicable, the details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such Test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - c. As a condition of your employment with the Company, you may be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In case of such consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review. You fill the complete Back ground verification link given along with the welcome mail of the offer.
 - j. That you have obtained / scored a minimum percentile in all semesters of your graduation course, as per the eligibility criteria specified to you during the hiring process.
 - k. You will join our Fresher training if applicable to you and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.
2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, fabricated or forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

K.) 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



Salil Mathew

Head - Talent Acquisition

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: **Beeravelly Sindhu Bhargavi**

Date: **10/11/2022**

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

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

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

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

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

2. DUTIES AND RESPONSIBILITIES:

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

3. COMPENSATION:

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

4. TRAINING:

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

5. COVENANTS AND REPRESENTATIONS:

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

- a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.
- b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.
- c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

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

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

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

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

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

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

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

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

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

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

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

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

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

5.15 You hereby represent to the Company that:

- a) you are legally permitted to reside and be employed in India.
- b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same.
- c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications.
- d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you.
- e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

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

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

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

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

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you.
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent.
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care.
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information.
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you.
- f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company).
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company.
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

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

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

- a) was in your possession before receiving the same from the Company pursuant to this Letter.
- b) is or becomes a matter of public knowledge through no fault of yours; or
- c) is rightfully received by you from a third party without a duty of confidentiality.

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

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

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

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

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

7. INTELLECTUAL PROPERTY:

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

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

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

- a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith.
- b) results from tasks assigned to you by the Company; or
- c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

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

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

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

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

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

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

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

8. CONFLICT OF INTEREST:

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

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

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

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

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

9. RETIREMENT/TERMINATION:

a.) Retirement

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

b.) Notice Period/Termination

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

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

- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).
- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.
- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.
- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

- (i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.
- (ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.
- (iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

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

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

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

11. MISCELLANEOUS:

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

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

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

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

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

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

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

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

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

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

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

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

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

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

Name:
Signature:
Date:

ANNEXURE I (A)

Joining Documents

Please carry two set of photocopies along with the original documents for verification as mentioned below:

I. Academic qualification (Highest qualification as applicable):

- Highest Academic Qualification – all semester marksheet and certificates
- Provisional Certificate OR Convocation OR Degree certificate
- If Applicable- Diploma/ Completion Certification(s) for specialized courses

II. Employment experience related documents(As applicable):

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 (official domain) OR Relieving Letter AND Experience Certificate
- Pay slips for last 3 months

b. Previous Employer(s)

- Experience Certificate AND / OR Relieving certificate of all employments (ensure the above document specifies start date and end date of your employment (s))

III. Mandatory Documents

- UAN card copy with KYC as "YES" (not required for freshers)
- E-Aadhar card copy
- Passport size photograph – 4 copies (white background)

IV. Proof of Identity (Any two):

- PAN Card (Mandatory)
- Valid Passport – All pages
- Driving License
- Voter's Id

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. whichever is higher)
- Professional Experience & Employment(s) Credentials.
- Database
- Court Record (as applicable)

Note: Based on certain business requirement and statutory rules, Capgemini may initiate additional checks during your tenure in the organization. By accepting this offer you agree to undergo such additional checks as 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 whenever the insufficiency is intimated to avoid delay in onboarding and completion of BGV.

***** You are required to submit all the documents at the earliest from receiving this Offer and the NES failing to which offer will be revoked *****

Fill the standard application form by clicking the New Employee Wizard (NES) 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 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 last 5 years of employment as applicable

Please note, should you provide any other additional document than the aforesaid, 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 for last 5 years of employment as applicable
- These letters should clearly mention your date of joining & 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 upload the original experience/relieving letter in the Background verification Application (Link available on E-mail) not later than 45 days of your joining***

- Campus Hire: For current year pass outs, mandate documents (Final year marksheet/consolidated marksheet and Provisional certificate) to be shared within 60 days of joining Capgemini".

Court Verification Forms

- Court Record form

Note:

All 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 the above forms will be shared with our empaneled BGV vendors. As part of the verification process, you may be requested to support with verification which could include police and court checks. The forms are further 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 for verification; alternatively, they may also call you or ask you to visit the nearby Police Station.

Important points to note:

- In an event you fail to upload the required pending documents in the BGV tool within 7 Calendar days / within 3 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 may take disciplinary action which inter alia includes termination from service without notice.

***In case your last employer does not provide experience letter, the relieving letter is accepted as an alternate document. Please ensure that the relieving letter has last working day clearly mentioned.

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

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

Best Regards,
Team HR

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

Superset ID: 1694248

Letter of Intent ("LOI")

Dear SAUKAR MANJUNATH,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1694248**
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- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1694248**

Thanking you,
Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

SAUKAR MANJUNATH

Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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www.capgemini.com/in-en

Superset ID: 2297201

Letter of Intent ("LOI")

Dear PULAGAM SRI NIDHI,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

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- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2297201**

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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ANNEXURE 1

PULAGAM SRI NIDHI

Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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www.capgemini.com/in-en

Superset ID: 2297201

Letter of Intent ("LOI")

Dear SRI RAMYA RANGAMPET,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

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- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2297201**

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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ANNEXURE 1

SRI RAMYA RANGAMPET

Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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Superset ID: 2297201

Letter of Intent ("LOI")

Dear MALLAM GURUDEEP,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

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- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2297201**

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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ANNEXURE 1

MALLAM GURUDEEP

Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

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DOC: - SA/TA/Hyd/2022/3297

Date: -1/4/2022

Dear D Chaitanya Kumar Reddy

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3245

Date: -1/4/2022

Dear J.Ashritha

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

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5. Pan card
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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3236

Date: -1/4/2022

Dear Shahmir Parvez Ahmed Hussain

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3272

Date: -1/4/2022

Dear Mallam Gurudeep

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3248

Date: -1/4/2022

Dear M.Madhavi

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training. Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3270

Date: -1/4/2022

Dear Sri Ramya Rangampet

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3285

Date: -1/4/2022

Dear Saukar Manjunath

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided

Appointment letter.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3253

Date: -1/4/2022

Dear B. Soniya

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3244

Date: -1/4/2022

Dear Pulagam Sri Nidhi

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3238

Date: -1/4/2022

Dear Nisa Fatima

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3258

Date: -1/4/2022

Dear M Gnapika Sai

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3250

Date: -1/4/2022

Dear Aqib Ali Khan

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3237

Date: -1/4/2022

Dear Ramanpreet Kaur

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3235

Date: -1/4/2022

Dear A Rahul

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3242

Date: -1/4/2022

Dear P. D. Sanjana

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046389

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

Offer Release Date: September 15, 2022

**Dear Jaishetty Ashritha,
3-3/2
Velgatoor, Karim nagar,
Telangana, India, 505526**

Dear **Jaishetty Ashritha,**

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 **GRADUATE ENGINEER TRAINEE (GET)** in band **E1.1**

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 **September 22, 2022** at 9:00 A.M at the following address **Client Location**. 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 **425000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 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.

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

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

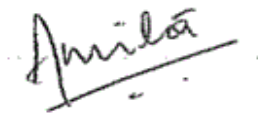
www.hcl.com

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.

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.

Yours truly,
For HCL Technologies Ltd.



Amrita Das
Senior Vice President
Head-Global Rewards

ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At **HCL Technologies Ltd.**, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

Your place of work will be located at **Hyderabad**

2. Medical Check up

Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.

The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection. • In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

You will retire from service on attaining superannuation at the age of 58 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

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

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required)	
<ol style="list-style-type: none"> Highest Qualification- Admit card, college and university official’s (Registrar and Director) detail Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer’s active address. 	
Things to Remember	
<ol style="list-style-type: none"> The information provided in Resume and background verification form must be same. Information provided in background verification form must be accurate. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP). Any Gap in Employment or Education must be informed explicitly to the recruiter. 	
Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.	

List of Documents required for joining / induction day (Hard Copies)		
S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1

5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur

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



11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private Limited Medha IT Towers, Third Floor, Kesarapalli, Gannavaram, Krishna District 521102

ANNEXURE IV

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

 **Disclaimer:**
 *Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.*

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.
- **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.
- **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.
- **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.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group

RETIRALS & INSURANCES BENEFIT

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
 - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
 - The premium payable depends on the dependants declared.
 - The hospitalization coverage limit will be same as defined in compensation structure.
 - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
 - You may refer 'Medical Insurance policy' for further details.
- **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!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

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 Technologies will correspond with you on the address & contact details mentioned below :-

**Permanent Address: 3-3/2
Velgatoor, Karim nagar,
Telangana, India, 505526
Email ID: jaishettyash@gmail.com
Telephone Number: 9989288340**

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. Confidential Information:

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. Inventions:

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the

Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.
4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.
5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.
6. **Non-Competition:** During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

- i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the
- ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is
- iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. General Provisions Regarding Covenants

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. Protection of Systems & Environment: I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. Remedies: By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. Representations: I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

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.

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10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

Jaishetty Ashritha
September 15, 2022



Letter of Intent

January 14, 2022
SAUKAR MANJUNATH
Methodist College Of Engineering And Technology

Dear SAUKAR MANJUNATH,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

January 14, 2022
Bhagavatula Karthik
Methodist College Of Engineering And Technology

Dear Bhagavatula Karthik,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



APPOINTMENT LETTER

To,

Date: 11/03/2022

A Sumedh,

3-4-512, Flat no 202,

Laxmi Plaza, Barkatpura

Hyderabad-500027.

Dear Mr. A Sumedh,

We are pleased to extend to you this internship cum job offer, with iLenSys Technologies Pvt Ltd. This offer comes with a **CTC of 4,20,000** per annum in which first 6 months you would be paid monthly stipend of Rs. 10,000/- (Rupees Ten Thousand Only) .

On successful completion of 6 months you will be converted as full time employee of iLenSys with annual CTC as stated above. As we discussed, your internship is expected to last from 4th April 2022 to 5th September 2022 for a period of 06 months.

During your internship you may have access to confidential, proprietary, and/or trade secret information belonging to the Company. You agree that you will keep all of this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company.

In addition, you agree that, upon conclusion of the internship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

ILENSYS TECHNOLOGIES PRIVATE LIMITED

8-2-293/82/L/231/ABC, MLA Colony, Road No 12, Banjara Hills, Hyderabad-500034, Telangana, India

CIN No : U72200TG2012PTC084563 | Phone : +91 040 66998246 | www.ilensys.com



By accepting this offer, you agree that you will follow all the Company Policies that is applicable in the organisation.

Additional clause(s):

1. You understand that you may be eligible to employment with iLenSys Technologies Pvt Ltd based on your performance and successful completion of the internship program.
2. You will be required to give one month's prior notice thereof in case you decide to leave our services subject to the company's discretion during the internship period.
3. You will have to arrange your own laptop/desktop during internship program.

Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization.

This job offer comes with a commitment of 2 years with bond amount of INR/- 2,00,000 starting from date of internship commencement. In case if you wish to leave our organization before 2 years this amount will be recovered from your full and final settlement.

The details of your compensation breakdown are as below(Annexure-1). Salary payable on monthly basis.



ANNEXURE - I

COMPENSATION DETAILS

(All figures in INR. per Month & Annum)

A	FIXED COMPONENTS	Monthly Components	Annual Components
	BASIC	10500	126000
	HRA	5250	63000
	SPL. ALLOWANCES	17485	209822
	LTA (Leave Travel Allowances)	0	0
	GROSS SALARY	33235	398822
B	STATUTORY BENEFITS		
	PROVIDENT FUND - EMPLOYER CONTRIBUTION (12% of Basic Salary)	1260	15120
	ESI- EMPLOYER CONTRIBUTION (3.25% of Gross Salary, if it is less than or equal to Rs.2,52,000/- per annum)	0	0
	GRATUITY (15days of Basic Salary on completion of 5 years)	0	6058
C	INCENTIVES /VARIABLE COMPONENTS		
	PLI (Performance Linked Incentive) (paid annually)**	0	0
	ANNUAL BONUS	0	0
	COST TO COMPANY (CTC) (A+B+C)	34495	420000
D	ADDITIONAL BENEFITS		
	GROUP TERM INSURANCE PREMIUM	0	3500
	GROUP HEALTH INSURANCE PREMIUM	0	6500
	TOTAL COST TO COMPANY (TCTC) (A+B+C+D)	34495	430000



OTHER BENEFITS

SCHEME	ELIGIBLE AMOUNT IN INR.	INTEREST	MONTHLY INSTALMENTS	MARGIN MONEY (To be borne by an employee)
MEDICAL INSURANCE	Rs.3,00,000 (Rupees Three Lakh Only) (COVERED)	NIL	NIL	NIL
GROUP TERM INSURANCE	Rs 10,00,000 (Rupees Ten Lakh only) (COVERED)	NIL	NIL	NIL
SALARY ADVANCE	2 Months Gross Pay of an employee or Rs.50,000/- whichever is minimum	NIL	5 (Five instalments only)	NIL

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

The operation of the Salary Advance is subject to change as per Company Policy. You shall be duly notified in the event of any such change.

**PLI is an annual component and will be paid on completion of next review cycle based on performance. In case of resignation, prorata payout will be reviewed on case to case basis.

The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the payment of Gratuity Act, 1972 including but not limited to the minimum service periods set forth therein.

ILENSYS TECHNOLOGIES PRIVATE LIMITED

8-2-293/82/L/231/ABC, MLA Colony, Road No 12, Banjara Hills, Hyderabad-500034, Telangana, India

CIN No : U72200TG2012PTC084563 | Phone : +91 040 66998246 | www.ilensys.com



In the event you choose to join the employer, please bring the following documents with you on the start date.

1. PAN number and copy of PAN
2. Form-16 from current employer if applicable
3. Passport number and passport copy
4. Copy of educational certificates, need originals for verification on joining date
5. Service certificates from previous employer(s), if applicable
6. Relieving letter, last drawn 3 Months pay slip and form 16 from last employer, if applicable
7. Three color passport photographs (self), with white Background
8. Address proof (e.g. telephone bill)
9. Aadhar Card copy

This offer letter supersedes all other previous or contemporaneous verbal or written representations, understandings or agreements relating to the subject matter of this offer between you and the employer or its affiliates.

We request you to confirm to us your acceptance of this offer including Appendix A, by returning a copy of this letter duly signed by you to yashika.kamdar@ilensys.com

Date of joining is **4th April 2022**.

Please do not hesitate to contact me if you have any further questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Sarita', is written over a light blue horizontal line.

Sarita Badoni
Deputy General Manager-HR

Accepted:

_____ **(A Sumedh)**

Date: _____



Appendix A

Terms and Conditions

1. M/s. iLenSys Technologies Pvt Ltd Associates are expected to complete series of trainings. After the successful completion of the training you will be certified by iLenSys Technologies Pvt Ltd
2. A background check may be conducted by us to screen you for possible criminal Records, substance abuse and to ascertain other facts mentioned by you. In case of discrepancy, the company reserves the right to cancel this appointment letter.
3. You will be initially on probation for a period of six months. Based on your performance and successful completion of probation you will be automatically confirmed for the remaining period.
4. Notice period: You will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.
5. The cost incurred to the organization during the time of your joining, including but not limited to relocation expenses, accommodation expenses, joining bonus, notice period buyout, will be deducted from the full and final settlement in case you decide to leave the organisation within a year of joining.
6. During the association period, iLenSys deserves rights to terminate your Employment, if there is a breach of compliance. In normal circumstances, there will be a four weeks advance notice.
7. Validity of the offer: 3 working days after date of issue.

Accepted:

(A Sumedh)

Date: _____



APPOINTMENT LETTER

To,

Date: 28/02/2022

Kashaboina Gouthami,
Address:5-83, Kothadommata,
Cherial, Siddipet.

Dear Ms. Kashaboina Gouthami,

We are pleased to extend to you this internship cum job offer, with iLenSys Technologies Pvt Ltd. This offer comes with a **CTC of 4,20,000** per annum in which first 6 months you would be paid monthly stipend of Rs. 10,000/- (Rupees Ten Thousand Only) .

On successful completion of 6 months you will be converted as full time employee of iLenSys with annual CTC as stated above. As we discussed, your internship is expected to last from 1st March 2022 to 31st August 2022 for a period of 06 months.

During your internship you may have access to confidential, proprietary, and/or trade secret information belonging to the Company. You agree that you will keep all of this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company.

In addition, you agree that, upon conclusion of the internship, you will immediately return to the company all of its property, equipment, and documents, including electronically stored information.

ILENSYS TECHNOLOGIES PRIVATE LIMITED

8-2-293/82/L/231/ABC, MLA Colony, Road No 12, Banjara Hills, Hyderabad-500034, Telangana, India
CIN No : U72200TG2012PTC084563 | Phone : +91 040 66998246 | www.ilensys.com



By accepting this offer, you agree that you will follow all the Company Policies that is applicable in the organisation.

Additional clause(s):

1. You understand that you may be eligible to employment with iLenSys Technologies Pvt Ltd based on your performance and successful completion of the internship program.
2. You will be required to give one month's prior notice thereof in case you decide to leave our services subject to the company's discretion during the internship period.
3. You will have to arrange your own laptop/desktop during internship program.

Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization.

This job offer comes with a commitment of 2 years with bond amount of INR/- 2,00,000 starting from date of internship commencement. In case if you wish to leave our organization before 2 years this amount will be recovered from your full and final settlement.

The details of your compensation breakdown are as below(Annexure-1). Salary payable on monthly basis.

ANNEXURE - I

COMPENSATION DETAILS

(All figures in INR. per Month & Annum)

A	FIXED COMPONENTS	Monthly Components	Annual Components
	BASIC	10500	126000
	HRA	5250	63000
	SPL. ALLOWANCES	17485	209822
	LTA (Leave Travel Allowances)	0	0
	GROSS SALARY	33235	398822
B	STATUTORY BENEFITS		
	PROVIDENT FUND - EMPLOYER CONTRIBUTION (12% of Basic Salary)	1260	15120
	ESI- EMPLOYER CONTRIBUTION (3.25% of Gross Salary, if it is less than or equal to Rs.2,52,000/- per annum)	0	0
	GRATUITY (15days of Basic Salary on completion of 5 years)	0	6058
C	INCENTIVES /VARIABLE COMPONENTS		
	PLI (Performance Linked Incentive) (paid annually)**	0	0
	ANNUAL BONUS	0	0
	COST TO COMPANY (CTC) (A+B+C)	34495	420000
D	ADDITIONAL BENEFITS		
	GROUP TERM INSURANCE PREMIUM	0	3500
	GROUP HEALTH INSURANCE PREMIUM	0	6500
	TOTAL COST TO COMPANY (TCTC) (A+B+C+D)	34495	430000



OTHER BENEFITS

SCHEME	ELIGIBLE AMOUNT IN INR.	INTEREST	MONTHLY INSTALMENTS	MARGIN MONEY (To be borne by an employee)
MEDICAL INSURANCE	Rs.3,00,000 (Rupees Three Lakh Only) (COVERED)	NIL	NIL	NIL
GROUP TERM INSURANCE	Rs 10,00,000 (Rupees Ten Lakh only) (COVERED)	NIL	NIL	NIL
SALARY ADVANCE	2 Months Gross Pay of an employee or Rs.50,000/- whichever is minimum	NIL	5 (Five instalments only)	NIL

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

The operation of the Salary Advance is subject to change as per Company Policy. You shall be duly notified in the event of any such change.

**PLI is an annual component and will be paid on completion of next review cycle based on performance. In case of resignation, prorata payout will be reviewed on case to case basis.

The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the payment of Gratuity Act, 1972 including but not limited to the minimum service periods set forth therein.

ILENSYS TECHNOLOGIES PRIVATE LIMITED

8-2-293/82/L/231/ABC, MLA Colony, Road No 12, Banjara Hills, Hyderabad-500034, Telangana, India

CIN No : U72200TG2012PTC084563 | Phone : +91 040 66998246 | www.ilensys.com



In the event you choose to join the employer, please bring the following documents with you on the start date.

1. PAN number and copy of PAN
2. Form-16 from current employer if applicable
3. Passport number and passport copy
4. Copy of educational certificates, need originals for verification on joining date
5. Service certificates from previous employer(s), if applicable
6. Relieving letter, last drawn 3 Months pay slip and form 16 from last employer, if applicable
7. Three color passport photographs (self), with white Background
8. Address proof (e.g. telephone bill)
9. Aadhar Card copy

This offer letter supersedes all other previous or contemporaneous verbal or written representations, understandings or agreements relating to the subject matter of this offer between you and the employer or its affiliates.

We request you to confirm to us your acceptance of this offer including Appendix A, by returning a copy of this letter duly signed by you to yashika.kamdar@ilensys.com

Date of joining is **1st March 2022**.

Please do not hesitate to contact me if you have any further questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Sarita', is written over a light blue horizontal line.

Sarita Badoni

Deputy General Manager-HR

Accepted:

(Kashaboina Gouthami)

Date: _____



Appendix A

Terms and Conditions

1. M/s. iLenSys Technologies Pvt Ltd Associates are expected to complete series of trainings. After the successful completion of the training you will be certified by iLenSys Technologies Pvt Ltd
2. A background check may be conducted by us to screen you for possible criminal Records, substance abuse and to ascertain other facts mentioned by you. In case of discrepancy, the company reserves the right to cancel this appointment letter.
3. You will be initially on probation for a period of six months. Based on your performance and successful completion of probation you will be automatically confirmed for the remaining period.
4. Notice period: You will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months' notice or salary thereof.
5. The cost incurred to the organization during the time of your joining, including but not limited to relocation expenses, accommodation expenses, joining bonus, notice period buyout, will be deducted from the full and final settlement in case you decide to leave the organisation within a year of joining.
6. During the association period, iLenSys deserves rights to terminate your Employment, if there is a breach of compliance. In normal circumstances, there will be a four weeks advance notice.
7. Validity of the offer: 3 working days after date of issue.

Accepted:

(Kashaboina Gouthami)

Date: _____



ZENTREE LABS

91 Springboard, Dollars Colony, JP Nagar, Phase 4, Bangalore - 560076

Date: 16-June-2022

Dear K NANDINI,

Zentree Labs is pleased to extend to you an offer of employment. This decision to offer you a position with our company has been made in reliance upon your knowledge and education as set forth in your resume and college certificate, as well as the information provided by you during your interview process. You will be employed as Embedded Software Engineer within Zentree Labs India with a probation period of 6 months. We are looking forward to working with you.

The terms and conditions of employment are in the agreement attached. Please sign and return it within 1 day. Please e-mail me at hemanshutv@zentreelabs.com if you have any questions or concerns. Also, please do note that this offer is contingent upon your commencing work with Zentree Labs no later than **Sep 05 2022**.

Welcome aboard to an exciting career with Zentree Labs!

Sincerely,

Hemanshu Vernenker
CEO, Zentree Labs

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") made of and effective as of June 16, 2022 is by and between **K NANDINI ("Employee")**, and Zentree Labs, ("the Company") having its office at 91 Springboard, Dollars Colony, JP Nagar, Phase IV, Bangalore, 560076. Employee's start date shall be no later than **Sep 05, 2022**. Your employment is contingent upon successful reference checks and the verification of information presented to the company by you in the application phase, and by signing this letter you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to

you by the Company. To facilitate the process, please furnish a list of three (3) references, including the contact information for each reference as soon as possible. By countersigning this letter, you are expressly granting your consent to the Company to perform a background check. Should the information be proven false, the company shall at its sole discretion terminate employment immediately without notice period. Zentree Labs expects employees to act with integrity, reporting himself or herself to work promptly on the agreed upon start date.

The offer is made based on Indian laws and subject to no adverse information being obtained during reference checking with previous employers, validation of educational qualifications or background checks, and approval of your employment/immigration pass application (wherever applicable). For audit purposes, you are also expected to provide an original copy of your last pay slip, if previously employed, to the Human Resources Department.

WHEREAS, the Company wishes to employ the Employee in the capacity of Embedded Software Engineer in a fulltime, regular employment status (after successful completion of probation) and the Employee wishes to be employed with the Company in such capacity, on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. Employment:

1.1 Position: The Company hereby agrees to hire Employee as **Embedded Software Engineer** at the India organization and Employee hereby accepts such employment, all subject to the terms and provisions of this Agreement. Employee agrees (i) to devote Employee's full-time professional efforts, attention and energies to the business of the Company, (ii) to perform such reasonable responsibilities and duties customarily attendant to the position of **Embedded Software Engineer's** level and such other duties and responsibilities as may be assigned to Employee from time to time by the Company, and (iii) to endeavour in all respects to promote, advance and further the Company's interest in all manners. Employee shall report to the Assigned Manager. Employee understands that, if Employee will perform services for the Company's clients at the client's place of business, Employee shall be subject to the Company's general employment policies but also to any applicable policies of the Company's clients.

1.2 No Moonlighting: While employed by the Company, Employee agrees that Employee will not accept any other part-time employment or consulting work or render any professional services, without the Company's prior written consent.

1.3 Place of Employment: Employee's employment will be based in Hyderabad, India. Employee shall be required to travel as required.

1.4 Hours of Employment: The normal working hours are 9-hour shifts with 60-minute lunch breaks. Daily and weekly work schedules or shifts may be changed from time to time at the discretion of the management to meet the varying conditions of business, project in hand, customer requests, operational and management

requirements. However, the employee will not be required to work in night shift, if any. It shall be essential obligation of an employee to report to work at the scheduled starting time and the Employee is bound to comply with such requirements.

1.5 Location of Work and Transfers: Employee hereby agrees to work at any location specified by the management of the Company including but not limited to the premises of associated, affiliate or group companies of Zentree Labs either in India or elsewhere. Intradepartmental or Intra-company transfers of employee within the associated, affiliate, holding, and subsidiary or group companies of Zentree Labs for Company's business purposes or work demands may be made at any time at the discretion of the Manager. The employee has to conduct work in accordance with the Company policies and the transfer arrangement

1.6 Personal Data Storage: Zentree Labs human resources information systems are consolidated and managed centrally. As a result, personal data is transferred around Zentree

Labs locations worldwide and to selected outside organizations that provide services to Zentree Labs and our workforce. To assure that personal data privacy is adequately safeguarded, Zentree Labs operates internal procedures to protect the confidentiality and security of individual personal data, and Zentree Labs requires that the outside organizations we work with provide adequate levels of protection. By signing this agreement and accepting a position with Zentree Labs, you are consenting to this data transfer.

2. Compensation:

2.1 During probation: Employee's total remuneration will be **Rs. 4,00,008/-** per annum payable in monthly instalments throughout the calendar year in accordance with the normal payroll practices of the Company. The break-up of the annual salary and benefit details shall be described in the Remuneration Appendix. All monetary compensations are subject to appropriate withholding requirements imposed by governmental authority. The base salary shall be payable as current salary, in 12 instalments, (monthly) payable on the last day of the month.

2.2 Salary Revisions:

(a) Probation: Your remuneration will be reviewed after completion of probation period.

(b) Merit review: Yearly merit review dates are set by Corporate Headquarters. Zentree Labs believes in rewarding performance and paying competitive salaries according to the market. The result of any remuneration review will take your performance into account as well as the value of your competency set in the marketplace.

2.3 Confidentiality: The information relating to your remuneration package is considered strictly confidential and the company expects you maintain a code of ethics to discuss salary matters solely with your manager and human resources representation.

3. **Benefits:**

3.1 Time off: Upon completion of probation, Employee will be entitled to participate in the leave, holiday pay and other benefit programs provided to employees of the Company similarly situated, all in accordance with the rules and policies of the Company as to such matters and the plans established therefore.

3.2 Training and Education: After Employee has been employed by the Company for 1 year, Employee may request personal training and/or education funds that can be used for conferences, technical training, books, or other professional courses. These training and education requests must come in writing in a formal training request sent to Human Resources, and approval in the sole discretion of the Head of India Operations.

4. Termination of Employment: Upon completion of probation, Employee's employment will continue indefinitely until terminated by either party in accordance with this Section.

4.1 By Employee:

(a) Employee Commitment: Due to the investment made by the Company towards the Employee, Employee agrees to work with Zentree labs for two (2) years after the probation period. During the period of the commitment, Employee shall faithfully, diligently and to the best of the ability discharge the responsibilities and shall confirm to carry out and obey all orders, directions and instructions of the Authorities of Zentree Labs. During the term of his employment and shall use his endeavour to promote the interest of Zentree labs. If employee breaches the commitment of two (2) years after the probation period, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of two-year period after the probation period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee breach the two (2) year commitment after the probation period, that the Company shall deduct the liquidated damages described in this Section 4.1(a) from Employee's final expenses reimbursements or pay check or through due course of the law.

(b) Notice: After completion of 2 years of employment after the probation period, Employee may terminate Employee's employment pursuant to this Agreement with at least Ninety (90) days' prior written notice (the "Employee Notice Period") to the Company. Upon termination by Employee under this section, the Company may, in its sole discretion and at any time during Employee Notice Period accept the resignation and terminate the employment effective before the completion of the notice period. Employee shall not take any leaves during the Notice Period without the prior consent of the Company.

(c) Liquidated Damages: If Employee does not give notice as provided under Section 4.1(b) before terminating employment pursuant to this Agreement, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of notice period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee not provide the notice required under Section 4.1(b), that the Company shall deduct the liquidated damages described in this Section

4. 1(c) from Employee's final expenses reimbursements or pay check or through due course of the law.

4.2. By the Company:

(a) Probationary Period: 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. 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. If the performance is not satisfactory during the probation period, Zentree labs reserves the right to terminate the employment at any time in the probation period without any prior notice.

(b) With Cause: The Company may terminate Employee's employment pursuant to this Agreement for Cause, as defined below, immediately upon written notice to Employee. **Cause:** "Cause" shall mean any of the following: (i) any act, failure to act, conduct, pattern of conduct, or condition injurious or potentially injurious to the business or reputation of the Company; (ii) any conviction for a misdemeanour or felony the circumstances of which are substantially related to the circumstances of Employee's job; (iii) Employee's commission of any material act of dishonesty or disloyalty involving the Company or a Company client; (iv) the failure to perform substantially his or her duties for the Company or a Company client, which failure remains uncured seven (7) days after written notice from the Company of the failure; (v) theft or fraud by Employee with respect to the business of the Company or a Company's client; (vi) any material breach of this Agreement or Employee's insubordination, gross misconduct, or material violation of a Company's or Company client's employment policy; or (vii) failure to accept a job assignments in good faith. The Company retains sole discretion to determine whether Cause exists.

(c) Without Cause: The Company may terminate Employee's employment pursuant to this Agreement without cause at any time with at least one month's prior written notice ("Company Notice Period") to Employee.

5. No Solicitation of Company's Employees: While Employee is employed by the Company and for one year thereafter, Employee shall not directly or indirectly encourage any Company employee, with whom Employee had contact with during the last twelve (12) months of

Employee's employment, to terminate his or her employment with the Company or solicit such an individual for employment outside the Company which would end or diminish that employee's services to the Company. This Section shall not prohibit Employee from being a reference for other Company employees.

6. Covenant Not to Compete: The Company will expend and continue to expend substantial time, effort and money to service its clients and future clients and to provide Employee the opportunity and the resources to extend the goodwill of the Company.

6.1 Covenants:

(a) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not directly or indirectly, solicit or otherwise attempt to provide or provide any Restricted Client (as defined below) any services substantially similar to those provided by the Company during the 12 months prior to the termination of his or her employment.

(b) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not (i) communicate with a Prospective Client about a Prospective Client Job; (ii) provide services to a Prospective Client related to a Prospective Client Job; or (iii) directly or indirectly, solicit, influence or encourage a Prospective Client to purchase services from a competitor of the Company related to a Prospective Client Job. Restricted Client means any individual or entity for whom or to which Employee had provided services to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment.

(d) A Prospective Client means (i) any individual or entity (A) for whom or to which the Company provided services in the twenty four months prior to the termination of Employee's employment; or (B) who or which requested that the Company locate an individual with applicable skills to complete a Prospective Client Job at such Prospective Client's business, and (ii) with whom/which Employee was introduced to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment as a potential individual to be hired to complete a Prospective Client Job or was informed by the Company that he or she was a potential individual to be hired to complete a Prospective Client Job.

(e) A Prospective Client Job means a Prospective Client's project for services for which the Prospective Client has requested that the Company locate an individual with the applicable skills needed to complete that project for the Prospective Client so that the Prospective Client may hire the Company to perform services in connection with such project. Notwithstanding the above, Prospective Client Jobs do not include any projects for which the Prospective Client has rejected the Company's services or has otherwise affirmatively declined to purchase the Company's services in connection with a specific project prior to the termination of Employee's employment.

6.2 Employee Acknowledgment and Representation:

(a) Employee recognizes and agrees that the only way the Company can protect its legitimate interest in preserving its goodwill with its clients is to require Employee to sign the non- compete covenant contained herein and that this non-competition covenant is both necessary and reasonable in its scope.

(b) Employee agrees, during the term of any restriction contained in this Agreement, to disclose this Agreement to any entity which offers employment to Employee. Employee further agrees that the Company may send a copy of this Agreement to, or otherwise make the provisions hereof known to, any of Employee's potential employers.

7. Inventions and Work Products: All such Inventions and products of work shall be the sole and exclusive property of Zentree Labs. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to Zentree Labs; and (b) all documents required to obtain a patent, register a copyright, or enforce Zentree Lab's rights in such Inventions. These obligations shall continue beyond the

termination of employment with respect to Inventions you conceive or make during the period of your employment.

8. Trade Secrets, Proprietary Information and Client Information: Employee agrees to maintain strict confidentiality regarding information obtained through the course of working at Zentree Labs. We expect the highest level of confidentiality regarding sensitive company or client data. We require written management consent to divulge any and all client information.

9. Remedies: Employee acknowledges and agrees that a violation of this Agreement would cause irreparable harm to the Company, and that the Company's remedy at law for any such violation would be inadequate. In recognition of the foregoing, Employee agrees that, in addition to any other relief afforded by law, including damages sustained by a breach of this Agreement, the Company will have the right to enforce this Agreement by specific remedies, which will include, among other things, temporary and permanent injunctions, it being the understanding of the undersigned parties hereto that both damages and injunctions will be proper modes of relief and are not to be considered as alternative remedies.

10. Amendment: No amendment, modification or waiver of any provisions of this covenant or consent to any departure thereof shall be effective unless in writing signed by the party against whom it is sought to be enforced.

11. Entire Agreement: This document contains the entire agreement that exists between Employee and the Company with respect to each of the subjects herein contained, replacing and superseding any agreements, oral or written, between the Company and Employee with respect to the subjects herein contained.

12. Survival: Upon termination of Employee's employment pursuant to this Agreement, Employee's obligations pursuant to Sections 5 and 6 shall survive the termination of this Agreement for the time periods indicated therein.


13. Severability: If any provision of this Agreement is held for any reason to be unenforceable, the remainder of this Agreement shall remain in full force and effect. Each section is intended to be a severable and independent section within this Agreement.

14. Headings: The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

15. Governing Law: This Agreement is made in the State of Karnataka, India, and shall be governed by and construed in accordance with the laws of the said State. Employee consents to the jurisdiction of the courts of Karnataka, India.

16. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

17. Further Assurance: Employee agrees to execute any other documents or take any other actions reasonably requested by the Company to fulfil the agreements described herein. The parties hereto have executed this Employment Agreement as of the date first written above.

	Zentree Labs	Employee
Name	Hemanshu T. Vernenker	K NANDINI
Designation	CEO	Embedded Software Engineer
Signature		
Date	June 16, 2022	June 21, 2022
Place	Bangalore	Hyderabad

Remuneration Appendix: Salary and Benefit components Compensation & Benefits

- All entitlements given below are applicable after Employee has joined Zentree Labs. The entitlements are subject to company policies that may be changed from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
- These entitlements shall cease upon the termination of Employee's employment with Zentree Labs. These entitlements may also cease if Employee needs to take long-termed personal leave of absence.

Name	K NANDINI		
Particular	Per Month	Number of Months	Per Year
Basic Salary	16,500	12	1,98,000
HRA	6,600	12	79,200
Conveyance allowance	1,600	12	19,200
Medical allowances	1,200	12	14,400
Mobile allowance	2,000	12	24,000
Special allowance	2,841	12	34,092
A. Gross salary	30,741	12	3,68,892
Less: Deductions			
Employee's PF contribution	1,800	12	21,600
Professional Tax	200	12	2,400
B. Total Deductions	2,000	12	24,000
C. Net Taxable Salary	28,741	12	3,44,892
D. Company's contribution to Employee's PF	1,800	12	21,600
E. Gratuity	793	12	9,516
CTC (= A + D + E)	33,334	12	4,00,008

- The Company, at any time, reserves the right to restructure its compensation as per the changes in government policies.



LTTS Letter Of Intent - Pabba Praneetha

3 messages

Deeksha Jain <Deeksha.Jain@lts.com>

Tue, 8 Feb 2022 at 7:42 pm

To: praneethapabba7@gmail.com <praneethapabba7@gmail.com>

Cc: Mukul Sanil <Mukul.Sanil_Ext@lts.com>

Dear Candidate,

Greetings from **L&T Technology Services Ltd.!**

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**.

We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services

We look to working with you!!

Regards,

Deeksha Jain

University Relations

L&T TECHNOLOGY SERVICES LIMITED,

Bldg. No.1, L&T Infotech Building, Mind Space, Airoli

Navi Mumbai – 400708.

L&T Technology Services Ltd

www.LTTS.com

L&T Technology Services Limited (LTTS) is committed to safeguard your data privacy. For more information to view our commitment towards data privacy under GDPR, please visit the privacy policy on our website www.Lts.com. This Email may contain confidential or privileged information for the intended

recipient (s). If you are not the intended recipient, please do not use or disseminate the information, notify the sender and delete it from your system.

Praneetha Pabba <praneethapabba7@gmail.com>
To: Deeksha Jain <Deeksha.Jain@lts.com>

Wed, 9 Feb 2022 at 8:21 pm

I have read this Letter of Intent and accept the same

Name: Pabba Praneetha
College Name: Methodist college of Engineering and Technology, Hyderabad
Signature: Pabba Praneetha
Date: 09/02/2022
[Quoted text hidden]

Praneetha Pabba <praneethapabba7@gmail.com>
To: Deeksha Jain <Deeksha.Jain@lts.com>

Wed, 9 Feb 2022 at 9:15 pm

I have read this Letter of Intent and accept the same

Name: Pabba Praneetha
College Name: Methodist College of Engineering and Technology, Hyderabad
Signature: Pabba Praneetha
Date: 09/02/2022

[Quoted text hidden]

V.Ruchika Goud
Hyderabad, Telangana

Dear V.Ruchika Goud,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“Congratulations! With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Siddaraju S** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited, KIADB Industrial Area, Hebbal, Hootagalli, Mysuru Karnataka 570018.

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as ‘Service’.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)

- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering
In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.
- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

**L&T - Technology Services Ltd.,
SEZ Unit II, Hazel-Block L3,
Ground Floor, Manyata Embassy Business Park,
Nagawara, Bangalore 560045**

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully,
For L&T Technology Services.,



Prakash Krishnamoorthy
Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.

(SIGNATURE & DATE)
V.Ruchika Goud



ANNEXURE

Name	: V.Ruchika Goud	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules subject to production of bills.	Max INR 2,000 p.m. Employee to choose any amount up to INR 2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.
2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.

K Nandini
Mahbubnagar, Andhra Pradesh

Dear K Nandini,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“Congratulations! With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Pritam Kundu** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited L&T Knowledge City, SEZ (IT/ITES), N.H. No. 8, Vadodara-390 019, Gujarat, India

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as ‘Service’.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)

- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering
In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.
- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

**L&T - Technology Services Ltd.,
SEZ Unit II, Hazel-Block L3,
Ground Floor, Manyata Embassy Business Park,
Nagawara, Bangalore 560045**

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully,
For L&T Technology Services.,



**Prakash Krishnamoorthy
Head – Leadership Hiring and Strategic Talent Initiatives**

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.

(SIGNATURE & DATE)
K Nandini



ANNEXURE

Name	:	K Nandini	Designation	:	Associate Engineer(Trainee)
Grade	:	LTTS-2			

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules subject to production of bills.	Max INR 2,000 p.m. Employee to choose any amount up to INR 2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.
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4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.

Ref: LTTS/HR/ET/2022/Mysore/0859

Date: 07/12/2022

AJMERI SULTANA Hyderabad, Telangana

Dear **AJMERI SULTANA**,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“**Congratulations!** With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

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- a) Being found medically fit by the Company's authorized Doctor;
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L&T Technology Services Limited, KIADB Industrial Area, Hebbal, Hootagalli, Mysuru Karnataka 570018.

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On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the

Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents

including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)
- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering

In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.

- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

L&T - Technology Services Ltd., SEZ Unit II, Hazel-Block L3, Ground Floor, Manyata Embassy Business Park, Nagawara, Bangalore 560045

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully, For L&T Technology Services.,



Prakash Krishnamoorthy Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.

(SIGNATURE & DATE)
AJMERI SULTANA
ANNEXURE

Name	: AJMERI SULTANA	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules	Max INR 2,000 p.m. Employee to choose any amount up to INR



	subject to production of bills.	2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.

2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.

Ref: LTTS/HR/ET/2022/Mysore/0859

Date: 07/12/2022

SRIPATHI LIKHITHA Hyderabad, Telangana

Dear **SRIPATHI LIKHITHA**,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“**Congratulations!** With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Siddaraju S** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited, KIADB Industrial Area, Hebbal, Hootagalli, Mysuru Karnataka 570018.

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as ‘Service’.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the

Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents

including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)
- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering
In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.
- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

L&T - Technology Services Ltd., SEZ Unit II, Hazel-Block L3, Ground Floor, Manyata Embassy Business Park, Nagawara, Bangalore 560045

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully, For L&T Technology Services.,



Prakash Krishnamoorthy Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.

(SIGNATURE & DATE)
SRIPATHI LIKHITHA
ANNEXURE

Name	: SRIPATHI LIKHITHA	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules	Max INR 2,000 p.m. Employee to choose any amount up to INR

	subject to production of bills.	2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.

2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.



Chippa Prethika
Hyderabad, Telangana

Dear Chippa Prethika,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

"Congratulations! With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as 'Company' henceforth) on the following terms and conditions:"

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Pritam Kundu** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited L&T Knowledge City, SEZ (IT/ITES), N.H. No. 8, Vadodara-390 019, Gujarat, India

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as 'Service'.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.



5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's 'Code of Conduct' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.



10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)



- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering
In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.
- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

L&T - Technology Services Ltd.,
SEZ Unit II, Hazel-Block L3,
Ground Floor, Manyata Embassy Business Park,
Nagawara, Bangalore 560045

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully,
For L&T Technology Services.,

Prakash Krishnamoorthy
Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.

C. Prethika
06/12/2022
(SIGNATURE & DATE)
Chippa Prethika



ANNEXURE

Name	: Chippa Prethika	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

**Flexible Benefit Plan for LTTS-2**

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules subject to production of bills.	Max INR 2,000 p.m. Employee to choose any amount up to INR 2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.

2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.



Ref: LTTS/HR/ET/2022-23/11857

Date: 08th February 2022

Name: Ponna.Naveena

Letter of Intent

Dear Ponna.Naveena

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10th and 12th).
- Having secured 60% aggregate in Engineering Graduation
- Found medically fit by the Company authorized doctors.
- **Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.**
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the class room / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,000/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations and policies of the company.



L&T Technology Services

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

All communications / notices should be addressed to:

Human Resource Dept – Talent Acquisition (Campus Hiring)
L&T - Technology Services, SEZ Unit II,
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,
Nagawara, Bangalore 560045

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

Yours truly,
For L&T Technology Services Limited

Prakash Krishnamoorthy
Head – Leadership Hiring and Strategic Talent Initiatives

Acceptance by applicant below

.....
I have read this Letter of Intent and accept the same

Name: Ponna.Naveena

College: METHODIST COLLEGE OF ENGINEERING AND TECHNOLOGY

Signature P.Naveena

Date: 10/02/2022.

Ref: LTTS/HR/ET/2022/Mysore/0859

Date: 07/12/2022

M GNAPIKA SAI Hyderabad, Telangana

Dear M GNAPIKA SAI,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“**Congratulations!** With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Siddaraju S** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited, KIADB Industrial Area, Hebbal, Hootagalli, Mysuru Karnataka 570018.

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as ‘Service’.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the

Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents

including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)
- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering

In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.

- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

L&T - Technology Services Ltd., SEZ Unit II, Hazel-Block L3, Ground Floor, Manyata Embassy Business Park, Nagawara, Bangalore 560045

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully, For L&T Technology Services.,



Prakash Krishnamoorthy Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.



(SIGNATURE & DATE)
M GNAPIKA SAI

ANNEXURE

Name	: M GNAPIKA SAI	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules	Max INR 2,000 p.m. Employee to choose any amount up to INR



	subject to production of bills.	2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.

2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.

Ref: LTTS/HR/ET/2022/Mysore/0859

Date: 07/12/2022

D. SHIVANI Hyderabad, Telangana

Dear D. SHIVANI,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“**Congratulations!** With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Siddaraju S** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited, KIADB Industrial Area, Hebbal, Hootagalli, Mysuru Karnataka 570018.

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as ‘Service’.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the

Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents

including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)
- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering

In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.

- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

L&T - Technology Services Ltd., SEZ Unit II, Hazel-Block L3, Ground Floor, Manyata Embassy Business Park, Nagawara, Bangalore 560045

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully, For L&T Technology Services.,



Prakash Krishnamoorthy Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.

(SIGNATURE & DATE)
D. SHIVANI
ANNEXURE

Name	: D. SHIVANI	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules	Max INR 2,000 p.m. Employee to choose any amount up to INR



	subject to production of bills.	2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.

2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.

Name: Kashaboina Gouthami**Letter of Intent**

Dear Kashaboina Gouthami

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10th and 12th).
- Having secured 60% aggregate in Engineering Graduation
- Found medically fit by the Company authorized doctors.
- **Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.**
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the class room / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,000/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations and policies of the company.



If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

All communications / notices should be addressed to:

**Human Resource Dept – Talent Acquisition (Campus Hiring)
L&T - Technology Services, SEZ Unit II,
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,
Nagawara, Bangalore 560045**

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

Yours truly,
For L&T Technology Services Limited

A handwritten signature in black ink, appearing to read 'Prakash'.

**Prakash Krishnamoorthy
Head – Leadership Hiring and Strategic Talent Initiatives**

Acceptance by applicant below

.....
I have read this Letter of Intent and accept the same

Name: Kashaboina Gouthami

College:

Signature

Date:

Ref: LTTS/HR/ET/2022/Mysore/0859

Date: 07/12/2022

ERRA SHALINI Hyderabad, Telangana

Dear ERRA SHALINI,

APPOINTMENT AS ASSOCIATE ENGINEER (TRAINEE)

“**Congratulations!** With reference to the interview you had with us, we have great pleasure in appointing you as an **Associate Engineer (Trainee)** with **L&T Technology Services Limited** (referred as ‘Company’ henceforth) on the following terms and conditions:”

1. Medical Fitness and Academic Requirement:

The offer is valid subject to you –

- a) Being found medically fit by the Company's authorized Doctor;
- b) Scoring minimum aggregate marks of 60% and above in 10th, 12th, Diploma (if applicable), 60% and above in Graduation and successfully completing final year degree examination in the first attempt.

2. Period of Training

The Period of training will be for **up to 15 months** from the date of initial commencement of training.

The training commences on **27th December 2022** and it is essential that you join on this date. please report to **Mr. Siddaraju S** (Human Resources – Employee Relations & Compliance) at the following address:

L&T Technology Services Limited, KIADB Industrial Area, Hebbal, Hootagalli, Mysuru Karnataka 570018.

Your exact department / location of posting will be decided solely by the Company after the initial Orientation Programme (Genesis). You may be placed at any Location/ including project sites / Department, Function, or Offices of the Company and /or its Associate / Subsidiary Companies.

After accepting our offer, if you do not report on the date of joining, this letter of appointment stands automatically withdrawn. However, the Company reserves its right to change the date of joining at any time.

The Company may, at its discretion, extend the period of training by such other period/s as it may deem fit based on the evaluation of your learning at any time during the said period. You may also note that the training period will not be reckoned as ‘Service’.

3. Signing of a Training cum Service Agreement

You will be required to execute a Training cum Service Agreement to serve the Company for the period as determined by the Management.

4. Absorption

On successful completion of your training to the satisfaction of the Company, of which the Company shall be the sole judge, you will be placed in the Executive Cadre or an equivalent grade in any of the

Departments / Offices of the Company. You will be treated as confirmed employee only when your services are confirmed in writing by the Company.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

5. Salary

The remuneration comprising of Base Pay, Bonus and other elements, is subject to an annual review as may be decided by the Management Policy based on performance of individuals, team and company. Bonus Compensation earned and payable at a future date may be deferred or reduced, notwithstanding the achievements of the performance metrics, for unforeseen circumstances such as a pandemic like Covid-19, natural disasters or an act of God, that would adversely affect the business. The Base Pay amount may similarly be subject to deferment or reduction during the employment term subject to agreement by the Parties.

6. Provident Fund

You will be enrolled as a member of the Regional Provident Fund Organization from the day of your joining the Company.

7. Leave

You will be eligible for 'Leaves' as per the existing Leave Policy of the Company and as amended from time to time.

8. Working Hours

You will observe the working hours and holidays normally observed by the Department / Location you are assigned to. This may include working hours and holidays observed by the client.

9. Conduct

During your training, you will carry out all directions and instructions issued to you by the Company, its officers and representatives. You will have to carry out your duties and obligations diligently and faithfully. The course and manner of your training will be decided solely by the Company at its discretion, and you may be required to work, as part of your training, in any other Location/ including project sites / Department, Function, or Offices of the Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

You shall not at any time engage in or be concerned with or be interested, directly or indirectly, in any business, work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business.

You shall abide by the internal regulations specified in the Company's '**Code of Conduct**' which includes policies such as Confidentiality policy, Gift policy, Insider Trading and Policy on Prevention of Sexual Harassment and any future amendments and /or other policies which may become applicable from time to time. Any violation /breach of the above, shall call for consequence management, which may include as disciplinary action for those found guilty of such misdemeanors and may result in your services being terminated, without any notice, notwithstanding any other terms and conditions stipulated in this Offer letter.

Any invention or discovery made by you during the course of your training as ET / employment with the Company shall become the property of the Company and you shall forthwith execute such documents

including assignment agreements as provided under applicable law for transfer of title to the Company to enable the Company to register the same as Company owned intellectual property and you shall not raise nor have any claim in respect thereof.

10. Termination of Appointment

- a) The Company may at its discretion give 30 days' notice, or an amount equivalent to stipend and allowances in lieu thereof and terminate this Appointment of training. You may terminate this Appointment by giving 30 days' notice in writing together with concurrent payment of the amount of liquidated damages to the Company as provided in your "Service Agreement". In the event of your giving a shorter notice, the Company shall have the discretion to adjust any leave due to you or will recover from you such amount from your dues towards the shortfall in notice period. In any event you will be required to complete the handing over process as may be reasonably required by the Company.
- b) The Company shall have the right to terminate this Appointment forthwith without any notice in the event of any of the following:
 - i. Breach of any of the conditions of this Appointment;
 - ii. Any misconduct on your part;
 - iii. Failure to carry out any of your duties and obligations.
 - iv. Unauthorized absence from or abstaining from attendance during training period.
 - v. If in the sole discretion of the Company, your continued association is / will be detrimental to the interests of the Company.

Provided further that, in the event of termination under Clause 10b, the trainee shall not be entitled to payment of any stipend, benefits or allowances except the statutory dues under applicable law.

11. Upon the determination of this Appointment of training for any of the reasons specified hereinabove in Clause 10 you shall be forthwith liable for performance of your obligations under the provisions of the "Training cum Service Agreement" furnished by you to the Company and the Company shall be entitled to forthwith enforce its rights there under at its discretion, without prejudice to any other rights that may be available to the Company.

12. Confidentiality of Contract

- a. You are required to treat, as 'strictly confidential' the affairs of the Company and its customers, of which you may be cognizant. The confidentiality must be maintained particularly about drawings, quotations, specifications and other manufacturing information, which you may have access to.
- b. You will treat the terms of this Appointment as confidential.

13. Disputes & Arbitration

Any dispute or difference or claim arising in connection with this Appointment shall be resolved by reference to arbitration by a sole arbitrator appointed by L&T Technology Service at its sole discretion. The arbitration proceedings shall be governed by the Arbitration & Conciliation Act, 1996. The language of arbitration shall be English. Each of L&T Technology Services or the Trainee / Employee shall be respectively entitled to approach the Court of competent jurisdiction for such interim reliefs as the Company or the Trainee / Employee may in its discretion deem fit. The venue of arbitration shall be at Mumbai and the Courts at Mumbai shall have exclusive jurisdiction. The award of the arbitrator shall be final and binding on the parties. The governing law shall be the laws of India.

14. Joining

On the date of joining please bring following documents in **Original** for verification along with **two sets of attested copies** [from a to i] of all the documents.

- a) Proof of age - either S.S.C. Certificate or School Leaving Certificate (Please note that no document other than the above will be acceptable for verification of Date of Birth)
- b) S.S.C & H.S.C or equivalent examination marks-sheets.
- c) Mark sheets of all the semesters / years of Diploma in Engineering. (This is applicable to those who have done their Engineering Degree after passing Diploma examinations)
- d) Mark sheets of all the examinations appeared (separately for each semester) 1st semester onwards, of Degree in Engineering
In case you are unable to produce marksheet pertaining to your final year engineering degree course, you will have to give a written declaration to produce the same within one month of your joining date failing which your training is liable to be terminated.
- e) **Training cum Service Agreement and Guarantee documents along with** address proof of guarantors duly completed in accordance with the instructions provided in the instruction sheet.
- f) A Self-certified copy of your **Aadhar Card**.
- g) Four copies of your recent color photograph in passport size with Background in red color and two copies in stamp size.
- h) A Self-certified copy of your PAN Card
- i) Name of your Bank, IFSC Code, bank Account Number where your stipend & allowances have to be credited. Please provide a cancelled cheque leaf of your bank in support of this.

You will not be permitted to join if you fail to complete any of the other requirements specified above.

15. All communications / notices should be addressed to:

L&T - Technology Services Ltd., SEZ Unit II, Hazel-Block L3, Ground Floor, Manyata Embassy Business Park, Nagawara, Bangalore 560045

16. Acceptance Letter

If this offer is acceptable to you, please sign and return to us immediately the duplicate copy of this letter in token of your acceptance of the terms and conditions. In case your acceptance is not received within **3 days (Three Days)** from the date of issue of this letter, the letter of appointment will automatically stand withdrawn.

You will keep us informed of your local / contact address & Email ID whenever there is any change.

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully, For L&T Technology Services.,



Prakash Krishnamoorthy Head – Leadership Hiring and Strategic Talent Initiatives

I have read, understood and accept the terms and conditions herein and affix my signature hereunder in confirmation of acceptance of my appointment.



(SIGNATURE & DATE)
ERRA SHALINI

ANNEXURE

Name	: ERRA SHALINI	Designation	: Associate Engineer(Trainee)
Grade	: LTTS-2		

Salary Components	MONTHLY	ANNUAL
	(INR)	(INR)
Basic Salary	15,500	1,86,000
Flexible Benefit Plan (FBP)	14,975	1,79,700
Allowances & Reimbursements under FBP - House Rent Allowance - Meal Card - Education Allowance - Mobile Expense Reimbursement - Leave Travel Assistance (LTA) - FBP Balance	Eligibility under each of these components is mentioned in the attached FBP	
Gross ==>	30,475	3,65,700
Provident fund (@ 12% of basic salary)	1,860	22,320
Total fixed compensation ==>		3,88,020
Bonus		12,000
Total compensation ==>		4,00,020

Flexible Benefit Plan for LTTS-2

Under the Company's Flexible Benefit Plan (FBP), you are eligible for the following allowances and reimbursements:

Components	Explanation	Eligibility
Flexible Benefit Plan (FBP)	FBP is a menu of allowances and reimbursements available to an employee within her / his Total Compensation. Employees may choose the components as per their requirements and manage their taxes within the ambit of prevailing Income tax rules.	
House Rent Allowance (HRA)	Employee can claim HRA as a %age of the Basic Salary. Subject to the production of original rent receipts and fulfilment of other terms & conditions as per the prevailing Income Tax rules, employees can claim tax exemption in case they stay on a rental accommodation.	Min HRA – 10% of Basic Max HRA – 40% or 50% of Basic as per the city of residence
Meal Card	Employees can opt for a Meal Card. An Amount of INR 2,200 per month will be allocated from your FBP eligibility and credited to your Meal Card. Employees have a choice not to opt for Meal Card. In that case, no allocation from your FBP eligibility will be made to the Meal Card.	Meal Card Amount INR 2,200 p.m. Employee to choose either 'Yes' or 'No'
Children Education Allowance	Employees can opt for Children Education Allowance up to a maximum of 2 children from their FBP eligibility and the same will be tax-exempt as per prevailing Income Tax rules.	INR 100 per child p.m. Self-Allocated by employee
Mobile Expenses Reimbursement	Employees can opt for Mobile Phone Expenses reimbursement from their FBP eligibility, subject to the maximum amount eligible for their grade. Actual expenses incurred on official calls will be tax-exempt as per prevailing Income Tax rules	Max INR 2,000 p.m. Employee to choose any amount up to INR



	subject to production of bills.	2,000
Leave Travel Assistance (LTA)	LTA is tax-exempt twice in a block of 4 years subject to the prevailing Income Tax rules. The current block being 2018 - 2021. Employees can opt for LTA from their FBP eligibility subject to a maximum amount eligible as per their grade. Actual tax exemption will be provided based on actual expenses incurred on production of bills/tickets and within the overall purview of Income Tax rules.	Max – INR 4,000 p.m. Employee to choose any amount from '0'to INR 4,000
FBP Balance	The unallocated FBP portion will be disbursed on a monthly basis as 'FBP Balance' and will be fully taxable. Any allocated component as above, but unclaimed at the year-end will be paid as 'Unclaimed FBP' component and will be fully taxable.	Automatically Paid



Notes:

1. **Bonus** – You will be eligible for Bonus based on the Company Performance for the respective financial year. This amount is inclusive of bonus payable, if any, under the Payment of Bonus Act (1965), including any amendments thereto. The actual amount of Bonus Payable will also depend upon the period served by you in the financial year.

Employees who are active and on the rolls of the Organization as on 31st March of the respective financial year will be eligible for Bonus. However, this clause is applicable to employees who have joined on or before 1st October of the respective financial year.

2. **Hospitalization Insurance and Group Personal Accident Insurance** - You will be covered under the Company's Hospitalization Insurance and Group Personal Accident Insurance Policy as per the applicable terms and conditions.
3. **Group Term Life Insurance** – You have an option to cover yourself under the Company's Group Term Life Insurance Policy by paying a nominal premium. The terms and conditions for Group Term Life Insurance will be as per the Group Term Life Insurance Policy of the Company and in case of death of an employee, the proceeds of the Term Insurance are paid to the family member of the employee.
4. Only Basic Salary shall attract retiral benefits.
5. The eligibility for payment of Gratuity is a minimum of 5 years of continuous service in the Company.
6. Tax Liability, if any, on the above payments will be borne by the employee.

Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowance will be governed by the rules and regulations of the company as may be applicable from time to time.

Mphasis_Letter of Intent!



Inbox



Mphasis - Camp... 10/5/2021

to me, corporaterelation... ▾



Ref.No- MPHTH_CD2022-1468

Dear Beeravelly Sindhu Bhargavi,

College Name: **Methodist College of Engineering and Technology.**

Greetings from Mphasis!!

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at Mphasis Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of **'Trainee Associate Software Engineer' in Band 5, Level 1** with Mphasis. The gross compensation will be **INR 2,50,000(Two Lakh Fifty Thousand) per annum.**

- Upon successful graduation from The Mphasis Learning Academy by securing minimum marks in various training modules and completion of 3 months in Mphasis, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum**, which would be effective 1st of subsequent month.
- A training agreement for 24 months from your date of joining needs to be signed with Mphasis. In case of default, an amount of **INR 1,00,000** will be recovered from the employees.
- You are required to work in **any shift** as per business requirement.
- You are required to be flexible to relocate to any Mphasis location as per the business requirement. In case of any location constraints, we will not be able to take your candidature forward and will proceed with LOI Cancellation.
- You are required to perform any role within Applications Tower of Mphasis – **Applications Development, Applications Testing, Application Production Support** etc. as per business requirement.

As you are currently in your final year of graduation and are gearing to start working, Mphasis can be the right place for you to build a long fruitful career. We believe we have a historic opportunity of building a world class company. We also believe Mphasis is very unique in several ways, some of which are:

- Equal strengths in APPs, ITO and BPO
- Being a flat, open and communicative

- Being a flat, open and communicative organization
- Organization ethos that encourages, promotes and rewards empowerment
- Flawless execution and leadership

Please note that this serves as a good-faith Letter of Intent. It is contingent upon you:

1. Successfully completing your graduation (BE/ B Tech/ MCA) and scoring the aggregate percentage, as set by Mphasis, in the final academic examinations
2. Securing the required percentage in the evaluation at the end of your 3 months training program at Mphasis.
3. Satisfactory completion of the background verification process that Mphasis will conduct at the time of your joining.
4. On successful verification of documents and certificates provided by you.

Your joining date will be communicated after you clear the above conditions.

Important Note: It is made clear that the above is not an offer for employment at Mphasis and is subject to the recipient fulfilling the conditions specified in this letter of intent. Mphasis reserves the right to cancel or recall this letter of intent at any time without assigning any reason.

Mphasis intends to onboard 2022 passing out candidates anytime between June 1, 2022 to April 30, 2023. In the event you fail to respond to Mphasis within **15 days** of Mphasis's communicating the onboarding date, this Letter of Intent stands revoked and terminated.

Below list of documents are mandatory during the onboarding process:

- a. PAN card
- b. Aadhar card
- c. Passport
- d. All semester marks sheets and graduation certificate

We look forward to welcoming you to **The Mphasis Learning Academy**. Should you need any further information, write to campushires@mphasis.com.

Thanks and Regards

Mphasis – Campus Team

Information transmitted by this e-mail is proprietary to Mphasis, its associated companies and/ or its customers and is intended for use only by the individual or entity to which it is addressed, and may contain information that is privileged, confidential or



Mphasis_Letter of Intent!

Inbox



Mphasis - Campus H... 5/10/2021

to me, corporaterelations@st... ▾



Ref.No- MPHTH_CD2022-1518

Dear Pooja Avula,

College Name: **Methodist College of Engineering and Technology.**

Greetings from **Mphasis!!**

Congratulations on clearing the preliminary interview. We would like to offer you a conditional position at **Mphasis** Ltd. The details of the offer of the conditional position are enumerated below:

- You will be offered the position of **'Trainee Associate Software Engineer'** in **Band 5, Level 1** with **Mphasis**. The gross compensation will be **INR 2,50,000(Two Lakh Fifty Thousand) per annum.**
- Upon successful graduation from The **Mphasis** Learning Academy by securing minimum marks in various training modules and completion of 3 months in **Mphasis**, your gross compensation will be revised to **INR 3,25,000/- (Rupees Three Lakhs Twenty-Five Thousand Only) per annum**, which would be effective 1st of subsequent month.
- A training agreement for 24 months from your date of joining needs to be signed with **Mphasis**. In case of default, an amount of **INR 1,00,000** will be

- A training agreement for 24 months from your date of joining needs to be signed with **Mphasis**. In case of default, an amount of **INR 1,00,000** will be recovered from the employees.
- You are required to work in **any shift** as per business requirement.
- You are required to be flexible to relocate to any **Mphasis** location as per the business requirement. In case of any location constraints, we will not be able to take your candidature forward and will proceed with LOI Cancellation.
- You are required to perform any role within Applications Tower of **Mphasis** – **Applications Development, Applications Testing, Application Production Support** etc. as per business requirement.

As you are currently in your final year of graduation and are gearing to start working, **Mphasis** can be the right place for you to build a long fruitful career. We believe we have a historic opportunity of building a world class company. We also believe **Mphasis** is very unique in several ways, some of which are:

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- Being a flat, open and communicative organization
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1. Successfully completing your graduation (BE/ B Tech/ MCA) and scoring the aggregate percentage, as set by **Mphasis**, in the final academic examinations
2. Securing the required percentage in the evaluation at the end of your 3 months training program at **Mphasis**.

3. Satisfactory completion of the background verification process that Mphasis will conduct at the time of your joining.
4. On successful verification of documents and certificates provided by you.

Your joining date will be communicated after you clear the above conditions.

Important Note: It is made clear that the above is not an offer for employment at Mphasis and is subject to the recipient fulfilling the conditions specified in this letter of intent. Mphasis reserves the right to cancel or recall this letter of intent at any time without assigning any reason.

Mphasis intends to onboard 2022 passing out candidates anytime between June 1, 2022 to April 30, 2023. In the event you fail to respond to Mphasis within **15 days** of Mphasis's communicating the onboarding date, this Letter of Intent stands revoked and terminated.

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We look forward to welcoming you to **The Mphasis Learning Academy**. Should you need any further information, write to campushires@mphasis.com.

Thanks and Regards

Mphasis – Campus Team

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Avula Pooja 22/11/2021

to reddyaramalaanusha ^



From Avula Pooja • avulapooja123@gmail.com

To reddyaramalaanusha@gmail.com

Date 22 Nov 2021, 10:16 pm

[See security details](#)

[Show quoted text](#)



welcome



EMPLOYMENT AGREEMENT

Dear **Dandge Shivani**,

Congratulations on Your Offer and welcome to Rockwell Automation.

We are very excited to have you Onboard!

You will be joining an organization that continuously reinvents itself, creating a culture of Innovation.

Rockwell Believes in EXPANDING HUMAN POSIBLITES!

We are hopeful you will find your time with us to be challenging and fulfilling!

PRIVATE & CONFIDENTIAL

DATED: 28th July 2022

Dandge Shivani,

7-1-45/1, Ferozguda, Bowenpally, Secundarbad-500011

SUB: OFFER LETTER

Dear Dandge Shivani,

This has reference to your application and subsequent personal interview discussions you had with Rockwell Automation India. We are pleased to make an offer of employment in our organization to the position of **Graduate Engineer Trainee**

and you will be reporting to **Mohammad Rafid** on the following terms and conditions:

01) DATE OF APPOINTMENT

Your appointment is effective from **8th Aug 2022** which is from the date of your joining.

02) BASE LOCATION

You shall be based in **Pune** but will serve the company or any of its subsidiaries or associated companies in any location within or outside of India.

03) REMUNERATION

Basic Salary – You will receive a Basic salary of **INR 21,418** per month which shall be deemed to include basic and dearness allowance, and which may at any later date be so split at the discretion of the Company.

Annual Base Pay – Your Annual Base Pay will be **INR 514,033**

Incentive Plan – Your Annual Employee Incentive Plan (AEIP) is **INR 51,403** per annum. You will become eligible for payment of AEIP as aligned to the payout cycles of the Incentive plan. The quantum will be in accordance with the variable pay norms prescribed by Rockwell Automation. Employees who are on the payrolls of the organization on the day of disbursement will be eligible for the same.

Annual Total Remuneration (ATR) – Your ATR will be **INR 608,641**

The detailed break-up of the ATR is given below on Page 6 of this letter.

04) OTHER BENEFITS

You will participate in the Employees Provident Fund (EPF) Scheme on your becoming eligible in accordance with its terms. These EPF Rules are laid out by the Government of India.

You will be entitled to Gratuity in accordance with the rules statutory governing such payment.

All the Company policies and procedures, regulations including those governing the Leaves, Travels, Mobile, etc. as also various other applicable rules as mentioned in various clauses above are kept on our Intranet portal site which you can access when you join Rockwell Automation.





DATED: 28th July 2022

05) MERIT REVIEW

Your salary will be reviewed along with the general review date for all other Rockwell Automation employees on a pro-rata basis or at such time as the Company may decide from time to time. Your increment is discretionary and will be subject to and on the basis of effective performance and results delivered during the period.

06) LEAVES

You will be entitled to Leaves & Holidays as applicable to all other employees of the company. The company rules and regulations regarding leaves are available on our Intranet portal site which you can access when you join Rockwell Automation.

07) RETIREMENT

The retirement age is 60 years at present and will be subject to change as per Company guidelines.

08) OTHER WORK

Your position is a whole-time employment with the Company, and you will not take up any other work for remuneration (part time or otherwise) or work in any 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 of the President of the Company. You will also not seek membership of any local or public bodies without obtaining written permission from the Management.

09) TRANSFER

The Job is transferable in nature to any other location, anywhere in India or abroad. However, you will be liable to transfer in such other capacity that the Company may determine to any other department, branch, establishment or factory of the Company or any other Company or establishment under the same Management. In such cases, the terms and conditions of services applicable at the new placement will govern you.

10) RESPONSIBILITIES AND DUTIES

For all purposes, you will comply with all the provisions of the rules and regulations and policies as laid down by the Company and as amended from time to time. You will always be alive to the responsibilities and duties attached to your office and conduct yourself accordingly. In view of the above, you must effectively perform to ensure to achieve the results and compliant to the Rockwell business ethics.

You will also observe compliance to all Rockwell corporate policies, rules and regulation and as amended from time to time.



DATED: 28th July 2022

11) CONFIDENTIAL INFORMATION

You will not, at any time, without the written consent of the Director/CEO disclose or divulge or make public except on legal obligations any information regarding the Company's affairs or 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.

12) PROTECTION OF INTEREST

If you conceive any new or advanced methods of improving processes / formulae / systems in relation to the operations of the Company, such developments will be fully communicated to the Company and will be and remain the sole right / property of the Company. To the extent necessary to vest ownership in the Company you will execute all such assignments and other documents and take any such other actions as the Company may reasonably require of you, at the Company's expense.

13) PAST RECORDS

If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such cases, you will be liable to removal from service without any notice.

14) TERMINATION NOTICE

This contract of employment is terminable by Ninety days advance notice by the Company on payment of Basic salary in lieu of notice, and the Company in such a case is not bound to give any reason, therefore. The employee can terminate the contract by giving Ninety days advance notice to the Company. Further in case agreeable by the Company the employee may terminate the contract of employment by paying Ninety days basic salary in lieu of Ninety notice period. Notwithstanding anything aforesaid the Company reserves the right of immediate termination in case of gross negligence, misconduct, lack of integrity, loyalty and unfair / unethical practice.

DATED: 28th July 2022

15) AFTER TERMINATION

On termination of the contract, you will immediately give up to the Company all IT assets, Company ID badge and all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, effects or records etc. belonging to the Company or any other information relating to its business and shall not retain or make any copies of these items.

We value the talent you bring and look forward to your continued successful career at Rockwell Automation. I am confident that you will make an important contribution to the organization and that in turn Rockwell Automation will afford you a challenging and rewarding opportunity.

Please signify your acceptance of the above Terms & Conditions by signing in the duplicate copy of this letter.

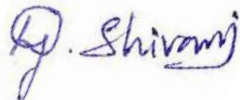
Yours faithfully,
For **Rockwell Automation India Private Limited**


Abhishek Misra,
HR BUSINESS PARTNER – INDIA

Acceptance and Acknowledgement

I, DANDGE SHIVANI hereby acknowledge that I have read all the terms and conditions mentioned above in the Offer letter and confirm my acceptance of the same.

DATED: 28th July 2022



(Signature)

Compensation breakup

COMPENSATION STRUCTURE – ROCKWELL AUTOMATION INDIA			
SI. NO	SALARY COMPONENTS	ANNUAL (INR)	MONTHLY (INR)
1	MONTHLY PAYMENTS		
1.1	Basic Salary (50% of Annual Base Salary)	257,017	21,418
1.2	House Rent Allowance (50% of Basic Salary)	128,508	10,709
1.3	Conveyance Allowance (20% of Basic Salary)	51,403	4,284
1.4	Special Allowance (Balancing Figure)	55,687	4,641
	TOTAL FIXED	492,615	41,051
2	PERKS (PER ANNUM)		
2.1	Leave Travel (One Month's Basic)	21,418	1,785
	TOTAL PERKS	21,418	1,785
A	ANNUAL FIXED CASH/ BASE SALARY (1+2)	514,033	42,836
3	VARIABLE		
3.1	Variable Pay (10% of Annual Base Salary)	51,403	4,284
	TOTAL VARIABLE	51,403	4,284
B	ANNUAL TOTAL CASH (1+2+3)	565,436	47,120
4	BENEFITS		
4.1	Provident Fund (12% of Basic Salary or 12% of INR 180000, annually whichever is more)	30,842	2,570
4.2	Gratuity (4.81% of Basic Salary)	12,362	1,030
	TOTAL BENEFITS	43,204	3,600
C	ANNUAL TOTAL REMUNERATION (ATR) (1+2+3+4)	608,641	

Prithvi

Addresses of Rockwell Automation India

S.No	Region	Address	S.No	Region	Address
1	Noida Sector 64	Rockwell Automation India (P) Ltd	8	Pune	Rockwell Automation India (P) Ltd-SEZ Unit
		A-66, Sector-64,			Ground and First Floor, Wing A,
		Noida -201301			Building Mississippi, Block 1.2, Embassy TechZone,
		Contact: 0120-4671694/95			M/S Pune Embassy Projects Pvt Ltd-SEZ,
2	Noida Sector 63	Rockwell Automation India Pvt Ltd	9	Vadodara	Rajiv Gandhi Infotech Park, Phase II, Hinjewadi
		A-60, Sector-63			Pune- 411057, Contact No :020-42951800
		District- Gautam Budh Nagar			Contact No :020-42951800
		UP-201301			Rockwell Automation India (P) Ltd.
		Contact: 0120-302 6521			707-708, Ocean, near Centre Square Mall,
3	Sahibabad	Rockwell Automation India (P) Ltd.	11	Bangalore	Sarabhai Compound, Vikram Sarabhai Marg
		C-11 Site-IV, Industrial Area			Baroda - 390023
		Sahibabad-201010			Contact No : 0265 - 3929600
		Contact No: 0120-4017926			Rockwell Automation India (P)Ltd
4	Gurgaon HO	Rockwell Automation India (P) Ltd.	12	Chennai	#11, Global Tech Park, B Wing, 2nd, 3rd & 4th Floor
		Building No 10 B, 5 floor			O' Shaughnessy Road, Langford Town,
		Tower B DLF cyber city, Gurgaon,			Bangalore – 560025
		State:- Haryana 122002, State Code :- 6			Contact No : 080-30706999
		Contact: 0124 4527900			Rockwell Automation India (P) Ltd.
6	Kolkata	Rockwell Automation India (P) Ltd.	13	Hyderabad	4th Floor, MMPDA Tower,
		Infinity Building, 11th Floor Tower 2 Block-GP			No-184, Rayapettah High Road, Chennai-600014
		Plot-A3 Sector-5 Salt Lake,			Contact No : 044-43445900
		Kolkatta-700091			Rockwell Automation India (P) Ltd.
		Contact No : 033-39210500			202, 2nd Floor Aditya Trade Center
7	Mumbai	Rockwell Automation India (P) Ltd.	14	Pune	Near Bluefox Hotel
		Rupa Solitaire - No. 1310-1315,			Ameerpeth Hyderabad-500038
		Building No A-1, Sector No 1,			Contact No :040-39140111
		Millennium Business Park,			MESTECH - A Rockwell Automation Company
		MIDC, TTC Industrial Area,			IOC Tower-B 2nd Floor
		Mahape, Navi Mumbai, 400710			Cummins Office Campus Balewadi High Street
		Contact No: 022 – 30065600.			Pune-411045, India

Mishra



Annexure 'B'

To enable a smooth on boarding process, please share a scanned copy of the following documents with us, at-least 10 days prior to your date of joining. You are also requested to carry hard copies of these documents, at the time of joining.

1. Educational Certificates
2. Date of Birth Certificate
3. Experience Certificates (Previous and Present Employers)
4. Relieving Certificate /Resignation Acceptance from the Present Employer
5. Salary Statements (last two months), Appointment/ Increment Letter
6. Four Passport sized colored Photographs (white background) and 1 scanned photograph
7. Identity Proof - Copy of any of the following (Passport/ Driving License/ Voter Id/ Pan Card)
8. Address Proof - Copy of any of the following (Passport/ Driving license/ Ration Card/ Lease agreement/ Mobile Bills etc.)
 - Your offer has been made based on the information furnished by you. However, if there are any discrepancies found, during your Background Verification, in the documents given by you, the Company reserves the right to revoke your offer.
 - Please note that the Company reserves the right to recover Notice Period reimbursement if paid to any candidate, in case he/she leaves within a year of tenure at Rockwell Automation India.

Offer Letter

Ref ID: SS/HR/OL/22/057

Date: 23rd March 2022

Name: Pochampally Dhananjaya Sanjana

Dear Pochampally Dhananjaya Sanjana,

Further to your application and interview with STIC Soft, we are pleased to offer you a position of **Trainee Software Engineer** in our organization.

This **Offer Letter** (the or this "Agreement") is entered into by and between **Pochampally Dhananjaya Sanjana** ("Software Engineer" or "Trainee Software Engineer"), aged **21 Years, D/O P Dhananjaya, residing at H.No#10-2-158, Near Pochamma Temple, Fathenagar, Balanagar, Moosapet, Telangana - 500018** and **STIC Soft E-Solutions Private Limited**, ("Company" or "STIC SOFT"), a company having its registered office at Fortune Chambers, Plot No. 8 to 11, Image Garden Road, Madhapur, Hi-Tech City, Hyderabad – 500 081. The "Company" term includes STIC Soft E-Solutions Private Limited, it's Clients and Client's Customers. Trainee and Company may each be individually referred to hereinafter as a "Party" or collectively as the "Parties."

NOW THEREFORE, in consideration of the mutual promises contained herein and for other good and valuable consideration the receipt and sufficiency of which the Parties acknowledge, the Parties hereby agree as follows:

1. Internship Program:

- a) You are required to join the services of the Company at the earliest, but in any case, not later than **28th March 2022**, unless otherwise communicated in writing by the company.
- b) Trainee Internship is for a minimum period of four (4) months. During this training period, Trainee's stipend CTC would be **INR. 20,000/-** (Twenty Thousand Indian Rupees only) per month. He/ She will be provided with a mentor during the Internship period.
- c) This Program is a 4 months training program designed to provide Trainees with skills and knowledge that can be built upon advance and acquire the skills of a software engineer. The training program is a program, provided at no cost to eligible Trainees accepted into the training program.
- d) During the term, Trainee undertake to devote best efforts, knowledge and skill and devote substantially all their working time (at least 40 hours a week) and attention to the performance of duties.
- e) As part of our ongoing commitment to continued learning and development, Company has designed this Internship to enables trainees to get introduced to various emerging technologies. As they are entering the IT Industry, it is important to have a solid foundation in Programming languages, Databases and Operating Systems and Behavioral skills.
- f) Trainee performance will be tracked periodically and provide feedback when necessary. Upon successful completion of 4 months Internship at, trainees will be required to clear the final review with Company that includes an assessment and one to one interaction.
- g) Detailed description of training details is given in the Training Agreement.
- h) All Trainees will be required to agree to, abide by and adhere to the rules of use and policies in (or referenced in) Training Agreement.
- i) Attendance: Trainers will accurately report trainees training hours and Company will not encourage, require, or permit trainees to skip trainings or absence from trainings or falsify training hours.
- j) Program Disclaimers: Company reserves the right to remove Trainees from the program for any reason during the course of the program including, but not limited to, attendance, performance, or conduct, or to discontinue the program at any time without notice on an as-needed basis.

2. Appointment after Internship:

- a. After clearing the final review that includes an assessment and one to one interaction, at the sole discretion of Company and in accordance with the terms in Training Agreement, trainee may be offered an employment as "**Associate Software Engineer**" by the Company.
- b. By accepting this offer Trainee acknowledges and assures that he/she will continue to remain in the employment of the Company for a minimum period of twenty-four months (24) ("hereinafter called minimum period/ mandatory period) from the date of appointment as an employee, with the Company. He/ She further agrees and acknowledges that, in the event Trainee voluntarily resign and/or are terminated from the services of Company, for any lawful

Candidate Signature:

reasons whatsoever, company shall incur substantial loss, including, but not limited to, finding a suitable replacement, training, project continuity, etc.

- c. Company will have made commitments to its clients, it is imperative that Trainee, once appointed, remains employed there for the mandatory period.

3. **Compensation:**

- a. Trainee's stipend CTC would be **INR 20,000/-** (Twenty Thousand India Rupees only) per month during the Internship.
- b. Upon successful completion of 4 months of Internship, trainees will be offered the position of "**Associate Software Engineer**" and the CTC will be **INR 5,00,000/-** (Five Lakhs Indian Rupees only) annually with other benefits as detailed in their Employment Agreement with the Company.
- c. Trainees' performance during the Internship will be monitored periodically. Depending upon their performance during Internship and based on the requirements and at the sole discretion of Company, he/she will be considered for full-time employment.

4. **Relocation:**

Trainees agree to relocate based on Company needs, irrespective of the Location.

5. **Restrictive Covenants:**

Trainee agrees to complete the Internship Program for 4 months and continue to remain in the employment for a minimum period of 24 months (hereinafter called "minimum period" or "mandatory period") from the date of appointment with Company.

6. **Liquidated Damages:**

- a. For the purpose of providing training and placing trainee, the Company is incurring training expenses of approximately INR 3,00,000/- (Three Lakhs Indian Rupees only).
- b. In the event an Intern disassociates from the services of the company during the mandate period (Please refer to clause no.5), the Associate Software Engineer is entitled to pay INR 3,00,000/- (Three Lakhs Indian Rupees only) and/or Intern's disassociation in internship period to pay INR 50,000/- (Fifty Thousand Indian Rupees only) at the sole discretion of company. This is to recover induction, training costs invested on an Intern.

7. **Confidentiality:**

Trainee acknowledges and agrees that the terms and conditions of this Agreement and the Related Agreements are confidential in nature. Trainee shall not directly or indirectly divulge, communicate, display, publish, or reveal the terms of this Agreement or related Agreement to any third party. Notwithstanding the foregoing, Trainee may disclose the terms and conditions of this Agreement and the Related Agreements to the Trainee's lawyer, financial advisor, immediate family members, or pursuant to any court order, or as necessary to enforce this Agreement. Trainee's confidentiality obligations set forth herein shall survive the termination or expiration of this Agreement.

8. **Non-Solicitation:**

Upon leaving the Company, without prior written consent of the Company, for a period of twelve months from the date of ceasing the training period/employment, you agree not to work as a consultant/contract/employee, canvass, solicit, interfere with, or entice away any person, Firm or corporation who has been:

- a. A client or customer of the Company with whom you or Company have had contact or been involved in the provision of services, or an employee/consultant/trainee of the Company
- b. To prevent any potential conflicts of interest or breaches of confidentiality, you will not accept an appointment offered by a client for whom an assignment is being performed by you or on which you are working for twelve months after the assignment is completed, unless appropriate written consent is obtained from the Company. It is mandatory to immediately notify your Reporting Manager/HR Manager of such an offer.

9. **Covenant Not to Compete:**

You agree that at no time during the term of your training period/employment with the Company will you engage in any business activity or work or employment or consulting (either full or part time) for any other company/firm/person, competitive with the Company/Company's Clients and Customers, nor work for any company which competes with the Company. For a period of one (1) year immediately following the termination of your training period/employment, you will not, for yourself or on behalf of any other person

Candidate Signature:

or business enterprise, engage in any business activity which competes with the Company/Company's Clients and Customers, globally.

During the term of your training period/employment, and for a period of one (1) year immediately thereafter, you agree not to solicit any employee or independent contractor of the Company on behalf of any other business enterprise, nor shall you induce any employee or independent contractor associated with the Company to terminate or breach an employment, contractual or other relationship with the Company.

10. Personal Information:

Company states that personal information of trainees will be maintained confidentially and only used for the required purpose. Also, such information will be designated as confidential or proprietary nature.

11. Intellectual Property:

No trademark, patent, copyright, trade secret or other intellectual property or proprietary right is licensed, granted, or otherwise conveyed, either expressly or by implication, by the disclosure of Confidential Information hereunder

12. Non-Waiver:

No delay, waiver, omission, or forbearance on Company's part to exercise any right, option, duty, or power arising out of any breach or default by Trainee under this Agreement shall constitute a waiver by Company to enforce any such right, option, duty, or power against Trainee, or as to any subsequent breach or default by Trainee.

13. Severability:

If any provision of this Agreement is held to be invalid or unenforceable by any arbitrator or court of competent jurisdiction, such provision shall be amended to avoid such invalidity or unenforceability and to preserve as closely as possible the intent of the Parties. If such cannot be amended, then the invalid or unenforceable provision shall be deemed separable from the remaining provisions of this Agreement and shall not affect or impair the validity or enforceability of such.

14. Indemnity: Trainee/ Employee shall indemnify and hold harmless Company and its officers, directors, employees, and agents from and against any claim, liability, loss, cost, damage, or expense including, but not limited to, reasonable attorney's fees and expenses, relating to or arising out of any claim by any third party based on (a) Trainee's performance hereunder, (b) any breach of this Agreement by Trainee, (c) any negligence fraud, or misconduct by Trainee, and (d) any non-competition agreement, invention, or secrecy agreement between Trainee and a third party which was in existence as of the date of this Agreement.

15. Legal Review:

The Parties acknowledge and agree that this Agreement will have important legal consequences and imposes significant requirements on each Party. The Parties further acknowledge and agree that they have been advised and have had the opportunity to obtain independent legal counsel to review this Agreement, and this Agreement is the product of arm's length negotiations among the Parties and shall not be construed against any Party due to authorship.

The Parties further acknowledge and agree that they understand all the terms and conditions contained herein.

16. Governing Law and Disputes: Legal Remedy

- a. Any dispute and/or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by compulsory arbitration in accordance with The Arbitration and Conciliation Act, 1996 (including amendments, if any) and the award made in pursuance thereof shall be binding on the parties.
- b. The Company shall nominate the sole arbitrator. The venue of the arbitration proceedings shall be in Hyderabad-Telangana, India and the arbitration proceedings shall be in English.
- c. In respect of all matters/disputes arising out of, in connection with or in relation to this, only the civil courts at Hyderabad -Telangana, India shall have jurisdiction, to the exclusion of all other courts, subject to the arbitration clause.

Candidate Signature:

17. Entirety; Construction; Amendment:

This Agreement, along with NDA, Training Agreement and other signed agreements contains the entire understanding between the Parties and supersedes any prior or contemporaneous written or oral agreements between them respecting the subject matter hereof. The language in this Agreement shall be construed according to its fair meaning and not strictly for or against either Party; headings are for convenience only, not for interpretation. This Agreement may only be modified or supplemented by mutual written agreement. No modification, alteration or amendment of this Agreement shall be binding unless it is in writing, signed by the Parties.

18. Assignment:

This Agreement is personal in nature and not assignable or transferable by trainee.

19. Authorization; Counterparts:

Each person executing this Agreement represents and warrants that such is duly and validly authorized to do so on behalf of such Party, with full right and authority to execute this Agreement and to bind such Party with respect to all its obligations hereunder. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. Subject Headings/Captions:

The subject headings/captions used in this Agreement are inserted only for purpose of reference. Such subject headings/captions shall not be deemed to govern, limit, modify or in any other manner affect the scope, meaning or intent of the provisions of this Agreement, or any part thereof, nor shall such subject headings/captions otherwise be given any legal effect.

Except as expressly set forth herein, all terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the date of the first signed below.

STIC Soft E-Solutions Private Limited:-

Trainee:-

Signature: *Swapnaja Mehta*

Signature:

Name: Swapnaja Mehta
Designation: Human Resource Manager
Date: 23rd March 2022

Print Full Legal Name: Pochampally Dhananjaya Sanjana
Aadhar: 6272 0628 1950
Date:

Candidate Signature:



Offer: Computer Consultancy

Ref: TCSL/DT20217810113/Hyderabad

Date: 10/11/2021

Ms. V Ruchika Goud Veerlapally
13-2-600 Rahimpura, Puranapool, Hyderabad,
Near Ambedkar Play Groud,
Hyderabad-500006,
Telangana.
Tel# -6302200264

Dear V Ruchika Goud Veerlapally,

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 **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential

TCSL/DT20217810113

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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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. 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 TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

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

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

Loans

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

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

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

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, 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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

*There is no criminal offence registered/pending against you

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

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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	V Ruchika Goud Veerlapally
Designation	Assistant System Engineer-Trainee
Institute Name	Methodist College Of Engineering And Technology

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
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam	Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Offer: Computer Consultancy
Ref: TCSL/DT20218219894/Hyderabad
Date: 14/11/2021

Ms. Ramanpreet Kaur
3-5-75 , Flat No. - 103, Rajshree ApartmentRajmohalla,
Ramkoti,
Hyderabad-500029,
Telangana.
Tel# -

Dear Ramanpreet Kaur,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218219894

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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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. 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 TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

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

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

Loans

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

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

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

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, 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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

*There is no criminal offence registered/pending against you

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

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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	Ramanpreet Kaur
Designation	Assistant System Engineer-Trainee
Institute Name	Methodist College Of Engineering And Technology

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
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Offer: Computer Consultancy
Ref: TCSL/DT20218469258/Hyderabad
Date: 05/12/2021

Ms. Dhananjaya Sanjana Pochampally
H.No. : 10-2-158 Fathenagar Pipeline Road, Hyderabad-500018 Pipeline Road,
Fathenagar,
Hyderabad-500018,
Telangana.
Tel# 91-9494235306

Dear Dhananjaya Sanjana Pochampally,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218469258

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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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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. 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 TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

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

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

Loans

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

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

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

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, 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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

*There is no criminal offence registered/pending against you

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

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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



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	Dhananjaya Sanjana Pochampally
Designation	Assistant System Engineer-Trainee
Institute Name	Methodist College Of Engineering And Technology

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
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



21/1/2022
Hyderabad, Telangana

D.Chaitanya Kumar Reddy
8886784637
Chaitanyakr112@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Chaitanya Kumar Reddy,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

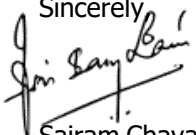
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

B V KARTHIK,
9347283296
bvkarthik2002@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear B V Karthik,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

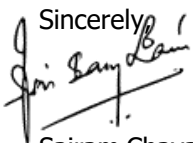
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
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Food Coupons	26,400	2,200
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The above remuneration is subject to Income Tax and Other statutory deductions.

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Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

J.ASHRITHA,
9989288340
ashritha.j@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear J. Ashritha,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

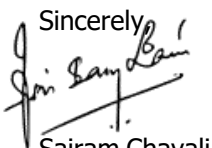
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Meduri Sarva Venkata Sai Praneeth
6301833094
saipraneeth007h@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Meduri Sarva Venkata Sai Praneeth,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

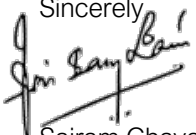
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Meduri Sarva Venkata Sai Praneeth, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Meduri Sarva Venkata Sai Praneeth

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
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Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

V.Ruchika Goud
9063701693
veerlapallyruchikagoud21@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear V.Ruchika Goud,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

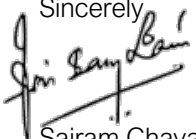
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, V.Ruchika Goud, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: V.Ruchika Goud

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

D.SINDHUJA,
7799317879
d.sindhujaece@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear D. Sindhuja,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

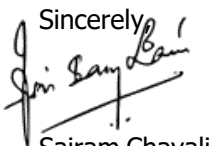
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
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Disputes and Resolutions

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SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

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During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

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- e. Three passport size photographs
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Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

B.Sai Preeth
7032271034
saipreeth7032@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear B.Sai Preeth,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

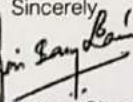
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2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali

Associate Director - Human Resources

I, B.Sai Preeth, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: 

Date: 24-01-2022

Full Name: B.Sai Preeth



ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist		
Salary Offered (in INR)	500000		
	Salary Head	Yearly	Monthly
Basic		180,000	15,000
HRA		72,000	6,000
Food Coupons		26,400	2,200
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1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
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Employment on completion of the Training

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4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.



SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

SAUKAR MANJUNATH,
9581858244
manjunathsaukar@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear SAUKAR MANJUNATH,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

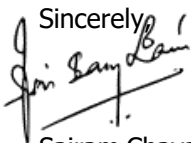
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Sripathi Likhitha
9652204426
s.likhitha2001@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Sripathi Likhitha,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

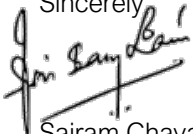
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Sripathi Likhitha, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Sripathi Likhitha

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Chepuri Anirudh
8143710064
chepurianirudh85@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Chepuri Anirudh,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

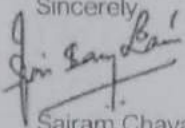
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Chepuri Anirudh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: C. Anirudh

Date: 26/01/2022

Full Name: Chepuri Anirudh



21/1/2022
Hyderabad, Telangana

Ponna Naveena
6300037081
naveenaponna126@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ponna Naveena,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali
Associate Director – Human Resources

I, Ponna Naveena, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Ponna Naveena

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Nisa Fatima
9550271032
nisafatima2027@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Nisa Fatima,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

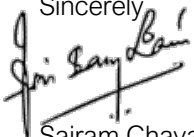
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Nisa Fatima, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Nisa Fatima

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
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Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Chilukuri Divya Sree
7989838954
chilukuridivyasree47@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Chilukuri Divya Sree,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

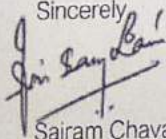
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

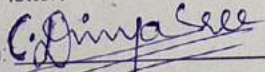
The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Chilukuri Divya Sree, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: 

Date: 30/01/2022

Full Name: Chilukuri Divya Sree



21/1/2022
Hyderabad, Telangana

AQIB ALI KHAN,
8106911393
aqibkhan786@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Aqib Ali Khan,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

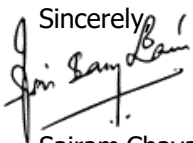
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

RAMANPREET KAUR,
7673995120
ramanpreet.k@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ramanpreet Kaur,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

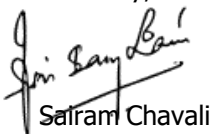
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sarvam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

A.VARSHA,
8897429504
varsha.a@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear A Varsha,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

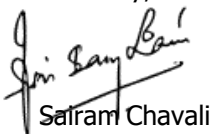
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,



Sarvam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
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Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

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TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

7/11/2022

Hirekar Divya
6304824486
divyahirekar@gmail.com

Sub: "Appointment Letter"

Dear **Hirekar Divya**,

Congratulations! We are pleased to appoint you as Data Science Trainee at TuringMinds, a division of INSOFE Education Private Limited ("Company") basis this letter, on the following terms and conditions (the "Agreement"):

A detailed appointment letter stating the terms and conditions of your employment may be issued to at the time of your joining. This Agreement entails the general terms and conditions of the employment offer including compensation benefit, general employment benefit, and professional requirements.

Please review the summary of terms and conditions for your anticipated employment with the Company.

1. Your base location will be **Hyderabad**, and your date of joining shall be **10/11/2022**.
2. Your employment will be subject to satisfactory performance during the next 36 months as stipulated in Annexure -A to this Agreement.
3. You will be a Trainee for a period of 12 months ("Training Period") and your compensation and benefits are as per enclosed Annexure – B. All payments made under this Agreement shall be subject to reduction to reflect taxes or other charges required to be withheld by law.
4. You agree to abide by the Company's Code of Conduct, rules, regulations, organization values and cultures.
5. Company shall be entitled to terminate this Agreement in accordance with the performance criteria set out in Annexure- A and Annexure - B.
6. Based on the violations of the company's code of conduct and performance clause mentioned in Annexure B, the Company may terminate your employment by giving a 1 week notice in writing to you. Similarly, you will be entitled to terminate this Agreement by serving a 2 months' notice period to Company.
 - a. You will not receive any financial support (Compensation/reimbursement of academic training) from the Company during your notice period.

7. If the information you provided is incorrect or you resort to any unethical/objectionable behavior, the Company reserves the right to terminate the employment without any notice and liability on the Company.
8. The terms of this Agreement shall be governed in accordance with the law of India, and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.
9. The Company will collect and process personal information, as defined under applicable data protection laws, as may be submitted by you from time to time for the purpose of its employment.
10. You acknowledge that you have had the opportunity to consult legal counsel and financial advisors, you have read and fully understand this letter and signing this Agreement voluntarily and of your own free will in order to obtain the benefits of this Agreement.

We are all delighted to be able to extend you this offer and look forward to working with you. To indicate your acceptance of the Company's offer, please sign and date this letter in the space provided below and return it to us.

For TuringMinds.ai
(A Division of upGrad INSOFE)

ACCEPTED AND AGREED:



Himanshi Sah

Sr. Manager - Human Resources

Hirekar Divya

ANNEXURE -A**TERMS AND CONDITIONS OF EMPLOYMENT****Performance Criteria**

- a) You will be evaluated during your term with Company on different assessments and shall be accordingly provided with ratings depending upon your performance.
- i. First 6 months – Orientation, conduct and training
 - ii. 6-12 months – Assessments, conduct, and program commencement
 - iii. 13-18 months – Assessments, conduct, and professional performance
 - iv. 19-24 months – Assessments, conduct, and professional performance
 - v. 25 months and beyond - conduct and professional performance

I. Training during first 12 months:

- a) You shall undergo several assessments and training as mandated by the Company to evaluate your performance during the Training Period. You shall be rated based on your performance in different training and assessment tests.

II. Completion of Training

- a) Subject to your performance in different assessments and on your completion of Training Period, Company at its sole discretion reserves the right to appoint you as an employee directly with Company or with any other group company or deploy with any of the clients of Company based on the requirement. Company further reserves the right to provide opportunities outside the Company.

III. Nomination to the Program

As a part of this employment, based on your performance in the selection process, during training Period and your interest in the location of posting, Company will nominate you to the program (“Program”) mentioned below:

Location	University	Program
Hyderabad	University of Arizona	MS in Data Science

IV. Admission Process with University

- a) The Company shall help you secure an admission to one of our partner Universities' Program as mentioned above and once the admission is confirmed, the Company at its sole discretion may help you secure an education loan from one of our partner financial institutions.
- b) Unless specified otherwise, you shall pay the fee directly to the University.
- c) Complete details of the Program along with all the curriculum, duration, terms and conditions shall be shared with you separately prior to the commencement of the Program.

V. Completion of Program

- a) The assessment by the University to complete the Program shall be in addition to assessment and training by Company during the training Period.
- a) You will be entitled to a Master's degree from the University on successful completion of the University's degree requirements.

TuringMinds 

ANNEXURE - B

Based on the result of assessment tests during the Training Period and on completion of the Training Period you shall be entitled to compensation (“Compensation”) as captured in chart below:

Performance Ratings*	First 6 months*	7-12 Months*	13-18 Months*	19-24 Months*	25-36 Months*
>70%	20,000	20,000	50,000	50,000	64,000
60-70%	20,000	20,000	30,000	30,000	40,000
<60%	20,000	14,000	0	Terminated	Terminated

* The ratings of performance shall be released and intimated to you based on your performance in different assessment tests.

* The Compensation prescribed in the chart is your entitlement per month based on your performance.

* In event of failure to secure more than 60% on assessment tests after 12 months, you shall be subject to further training for a period of 6 months. During such an extended training period, you shall not be entitled to any Compensation from the Company.

* In case of failure to secure more than 60% after undergoing an extended training period of 6 months as mentioned above, Company shall be entitled to terminate your employment without any further intimation and any obligation to pay.

* In the event of termination of this Agreement, you shall be entitled to continue the Program with the University but your employment with the Company will be terminated.

* It shall be always your responsibility to repay the loan to bank/financial institutions including in the event you drop out of the Program, discontinue employment, or are terminated based on any policy violation or performance criteria.

* The Company shall not have any financial liability to you or any bank / financial institution in any case whatsoever.

* After completion of 36 months from your date of joining, revised Compensation structure shall be shared with you, if applicable.



21/1/2022
Hyderabad, Telangana

Janga Jithin Vyas
7995610721
jithinvyas2001@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Janga Jithin Vyas,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

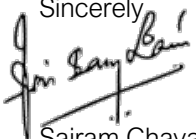
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Janga Jithin Vyas, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Janga Jithin Vyas

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

K.GOUTHAMI,
6304854688
kgouthamik009@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear K Gouthami,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

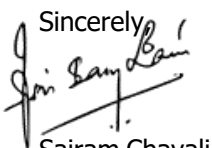
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
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Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

KUMBALA CHANDRA SEKHAR AKHILA,
9347303031
kumbalaakhila@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear KUMBALA CHANDRA SEKHAR AKHILA,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

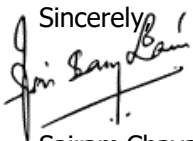
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
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Service Agreement Reimbursement	120,000	10,000
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TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
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Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



Maharshi Sanand Yadav T <methodist20122016@gmail.com>

Fwd: Congratulations! Employment with TuringMinds.ai

1 message

sanjana pochampally <sanjanapochampally88@gmail.com>
To: methodist20122016@gmail.com

Wed, Sep 21, 2022 at 2:33 PM

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

From: **Nisha Bannake** <nisha.bannaki@turingminds.ai>
Date: Sat, 22 Jan, 2022, 1:11 pm
Subject: Congratulations! Employment with TuringMinds.ai
To: sanjanapochampally88@gmail.com <sanjanapochampally88@gmail.com>
Cc: Sairam Chavali <sairam.chavali@turingminds.ai>

It's my pleasure to extend an offer with TuringMinds.ai. - A Soothsayer Analytics Company.

TuringMinds.ai
Wing – A
2nd Floor, Jyothi Imperial,
Vamsiram Builders, Janardhana Hills
Gachibowli, Hyderabad – 500032
Telangana

Please share the documents for further process

Send me the

1. Pan card , Aadhar card front & back copy of your and co-applicant
2. Name -e-mailed- Ph. Number of co-applicants
3. Bank statement of Co-applicant of 6 months till date
4. ITR document of one yr.(2020-2021) or pay slip of recent 3 months
5. Offer letter of Turing minds signed by applicant

Please be informed that if you complete the verification successfully, you will be signing the service agreement on the same day with our financial partner.

Regards
Nisha Kumari

Sr.Executive – Human Resources

9100032919

nisha.bannaki@turingminds.ai



We are AI Geeks

3 attachments

Outlook-zed5gpod.png





21/1/2022
Hyderabad, Telangana

RAMADUGU SAI TEJA SHARMA,
7093487634
rsaitejasharma@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear Ramadugu Sai Teja Sharma,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

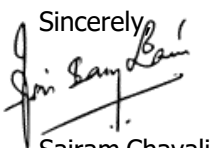
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
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Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Sundaragiri Manoj Kumar
8978101685
sssmanojkumar6@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Sundaragiri Manoj Kumar,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

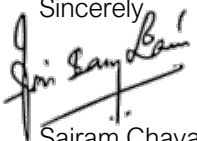
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
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On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Sundaragiri Manoj Kumar, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Sundaragiri Manoj Kumar

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

ERRA . SHALINI,
9100448464
shalinierra1008@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear Era Shalini,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

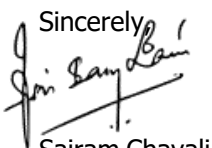
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist		
Salary Offered (in INR)	500000		
	Salary Head	Yearly	Monthly
Basic		180,000	15,000
HRA		72,000	6,000
Food Coupons		26,400	2,200
Conveyance Allowance		19200	1,600
Other Allowances		153,800	12,817
Performance Based Pay		27,000	2,250
Employer Contribution to PF		21,600	1,800
Total Salary (in INR)		500,000	41,667
Service Agreement Reimbursement		120,000	10,000
Gross Emoluments (in INR)		620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

PULAGAM SRI NIDHI,
9581858244
manjunathsaukar@gmail.com

Sub: "Employment with TuringMinds.ai"

Dear PULAGAM SRI NIDHI,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

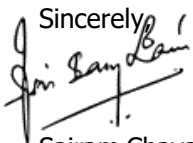
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
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The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
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7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

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You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



APPOINTMENT LETTER

January 22, 2022

Dear Pabba Praneetha,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
 - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
 - i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12** months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited**,



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: polycycleclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
 - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
 - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
 - c. Unauthorized disclosure or communication of UPSI.
 - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Pabba Praneetha, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Pabba Praneetha

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167

Total Cost to Company per annum**3,50,004**

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

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

- a. you being "active" in the services of the company through to retention date as applicable
- b. your employment has not been terminated for poor performance or for cause prior to retention date
- c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept

Decline

Signature Pabba Praneetha 22/1/2022 11:16 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited T :+91 (80) 2844 0011

Doddakannelli F :+91 (80) 2844 0054

Sarjapur Road E :info@wipro.com

Bengaluru 560 035 W :wipro.com



Maharshi Sanand Yadav T <methodist20122016@gmail.com>

Fwd: Wipro Campus Update_LOI

1 message

sanjana pochampally <sanjanapochampally88@gmail.com>
To: methodist20122016@gmail.com

Wed, Sep 21, 2022 at 2:32 PM

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

From: **Campus HR Team** <wipro+email+2nyiu-2011a82b99@talent.icims.com>
Date: Mon, 22 Nov, 2021, 12:00 pm
Subject: Wipro Campus Update_LOI
To: <sanjanapochampally88@gmail.com>

November 22, 2021

Dear Dhananjaya Sanjana Pochampally ,
Resume Number - 23157524

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Project Engineer** which will be in Career Band **TRB-II** of the organization.

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

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

Kindly note this letter of intent shall be followed by a letter of appointment from us.

Please confirm your interest to receive offer of appointment by clicking on this link [Click to Complete](#) and accepting the contents of this communication within 15 calendar days. Your confirmation of interest is a pre-condition to the issuance of offer of appointment.

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25,000 – 75,000
End of Year 2	50,000 – 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

1. The special bonus is subject to

- you being "active" in the services of the company through to retention date as applicable
- your employment has not been terminated for poor performance or for cause prior to retention date
- you have not resigned voluntarily or abandoned your job as of the retention date

2. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

3. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

4. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

5. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

6. You shall keep the contents of this letter confidential

Note: The above shall be applicable from your joining date with Wipro.

**Your's Sincerely,
For Wipro Limited**



**Aparna Shailen
General Manager - Human Resources**

This message was sent to sanjanapochampally88@gmail.com. If you don't want to receive these emails from this company in the future, please go to:
<https://wipro.icims.com/icims2/?r=F5CC23157524&contactId=14751610>

© Wipro Limited, Doddakannelli, Sarjapur Road Bengaluru 560 035 IND



APPOINTMENT LETTER

January 21, 2022

Dear B. SONIYA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
 - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
 - i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12** months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited**,



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: polycycleclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
 - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
 - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
 - c. Unauthorized disclosure or communication of UPSI.
 - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I B. SONIYA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: B. SONIYA

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167

Total Cost to Company per annum**3,50,004**

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

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

- a. you being "active" in the services of the company through to retention date as applicable
- b. your employment has not been terminated for poor performance or for cause prior to retention date
- c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept

Decline

Signature B. SONIYA 21/1/2022 9:52 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited T :+91 (80) 2844 0011

Doddakannelli F :+91 (80) 2844 0054

Sarjapur Road E :info@wipro.com

Bengaluru 560 035 W :wipro.com



ZENTREE LABS

91 Springboard, Dollars Colony, JP Nagar, Phase 4, Bangalore - 560076

Date: 16-June-2022

Dear JAISHETTY ASHRITHA,

Zentree Labs is pleased to extend to you an offer of employment. This decision to offer you a position with our company has been made in reliance upon your knowledge and education as set forth in your resume and college certificate, as well as the information provided by you during your interview process. You will be employed as Embedded Software Engineer within Zentree Labs India with a probation period of 6 months. We are looking forward to working with you.

The terms and conditions of employment are in the agreement attached. Please sign and return it within 1 day. Please e-mail me at hemanshutv@zentreelabs.com if you have any questions or concerns. Also, please do note that this offer is contingent upon your commencing work with Zentree Labs no later than **Sep 05 2022**.

Welcome aboard to an exciting career with Zentree Labs!

Sincerely,

Hemanshu Vernenker
CEO, Zentree Labs

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") made of and effective as of June 16, 2022 is by and between **JAISHETTY ASHRITHA ("Employee")**, and Zentree Labs, ("the Company") having its office at 91 Springboard, Dollars Colony, JP Nagar, Phase IV, Bangalore, 560076. Employee's start date shall be no later than **Sep 05, 2022**. Your employment is contingent upon successful reference checks and the verification of information presented to the company by you in the application phase, and by signing this letter you hereby consent to all such background investigations and/or reference checks that

may be carried out in relation to you by the Company. To facilitate the process, please furnish a list of three (3) references, including the contact information for each reference as soon as possible. By countersigning this letter, you are expressly granting your consent to the Company to perform a background check. Should the information be proven false, the company shall at its sole discretion terminate employment immediately without notice period. Zentree Labs expects employees to act with integrity, reporting himself or herself to work promptly on the agreed upon start date.

The offer is made based on Indian laws and subject to no adverse information being obtained during reference checking with previous employers, validation of educational qualifications or background checks, and approval of your employment/immigration pass application (wherever applicable). For audit purposes, you are also expected to provide an original copy of your last pay slip, if previously employed, to the Human Resources Department.

WHEREAS, the Company wishes to employ the Employee in the capacity of Embedded Software Engineer in a fulltime, regular employment status (after successful completion of probation) and the Employee wishes to be employed with the Company in such capacity, on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. Employment:

1.1 Position: The Company hereby agrees to hire Employee as **Embedded Software Engineer** at the India organization and Employee hereby accepts such employment, all subject to the terms and provisions of this Agreement. Employee agrees (i) to devote Employee's full-time professional efforts, attention and energies to the business of the Company, (ii) to perform such reasonable responsibilities and duties customarily attendant to the position of **Embedded Software Engineer's** level and such other duties and responsibilities as may be assigned to Employee from time to time by the Company, and (iii) to endeavour in all respects to promote, advance and further the Company's interest in all manners. Employee shall report to the Assigned Manager. Employee understands that, if Employee will perform services for the Company's clients at the client's place of business, Employee shall be subject to the Company's general employment policies but also to any applicable policies of the Company's clients.

1.2 No Moonlighting: While employed by the Company, Employee agrees that Employee will not accept any other part-time employment or consulting work or render any professional services, without the Company's prior written consent.

1.3 Place of Employment: Employee's employment will be based in Hyderabad, India. Employee shall be required to travel as required.

1.4 Hours of Employment: The normal working hours are 9-hour shifts with 60-minute lunch breaks. Daily and weekly work schedules or shifts may be changed from time to time at the discretion of the management to meet the varying conditions of business, project in hand, customer requests, operational and management

requirements. However, the employee will not be required to work in night shift, if any. It shall be essential obligation of an employee to report to work at the scheduled starting time and the Employee is bound to comply with such requirements.

1.5 Location of Work and Transfers: Employee hereby agrees to work at any location specified by the management of the Company including but not limited to the premises of associated, affiliate or group companies of Zentree Labs either in India or elsewhere. Intradepartmental or Intra-company transfers of employee within the associated, affiliate, holding, and subsidiary or group companies of Zentree Labs for Company's business purposes or work demands may be made at any time at the discretion of the Manager. The employee has to conduct work in accordance with the Company policies and the transfer arrangement

1.6 Personal Data Storage: Zentree Labs human resources information systems are consolidated and managed centrally. As a result, personal data is transferred around Zentree

Labs locations worldwide and to selected outside organizations that provide services to Zentree Labs and our workforce. To assure that personal data privacy is adequately safeguarded, Zentree Labs operates internal procedures to protect the confidentiality and security of individual personal data, and Zentree Labs requires that the outside organizations we work with provide adequate levels of protection. By signing this agreement and accepting a position with Zentree Labs, you are consenting to this data transfer.

2. Compensation:

2.1 During probation: Employee's total remuneration will be **Rs. 4,00,008/-** per annum payable in monthly instalments throughout the calendar year in accordance with the normal payroll practices of the Company. The break-up of the annual salary and benefit details shall be described in the Remuneration Appendix. All monetary compensations are subject to appropriate withholding requirements imposed by governmental authority. The base salary shall be payable as current salary, in 12 instalments, (monthly) payable on the last day of the month.

2.2 Salary Revisions:

(a) Probation: Your remuneration will be reviewed after completion of probation period.

(b) Merit review: Yearly merit review dates are set by Corporate Headquarters. Zentree Labs believes in rewarding performance and paying competitive salaries according to the market. The result of any remuneration review will take your performance into account as well as the value of your competency set in the marketplace.

2.3 Confidentiality: The information relating to your remuneration package is considered strictly confidential and the company expects you maintain a code of ethics to discuss salary matters solely with your manager and human resources representation.

3. **Benefits:**

3.1 Time off: Upon completion of probation, Employee will be entitled to participate in the leave, holiday pay and other benefit programs provided to employees of the Company similarly situated, all in accordance with the rules and policies of the Company as to such matters and the plans established therefore.

3.2 Training and Education: After Employee has been employed by the Company for 1 year, Employee may request personal training and/or education funds that can be used for conferences, technical training, books, or other professional courses. These training and education requests must come in writing in a formal training request sent to Human Resources, and approval in the sole discretion of the Head of India Operations.

4. Termination of Employment: Upon completion of probation, Employee's employment will continue indefinitely until terminated by either party in accordance with this Section.

4.1 By Employee:

(a) Employee Commitment: Due to the investment made by the Company towards the Employee, Employee agrees to work with Zentree labs for two (2) years after the probation period. During the period of the commitment, Employee shall faithfully, diligently and to the best of the ability discharge the responsibilities and shall confirm to carry out and obey all orders, directions and instructions of the Authorities of Zentree Labs. During the term of his employment and shall use his endeavour to promote the interest of Zentree labs. If employee breaches the commitment of two (2) years after the probation period, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of two-year period after the probation period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee breach the two (2) year commitment after the probation period, that the Company shall deduct the liquidated damages described in this Section 4.1(a) from Employee's final expenses reimbursements or pay check or through due course of the law.

(b) Notice: After completion of 2 years of employment after the probation period, Employee may terminate Employee's employment pursuant to this Agreement with at least Ninety (90) days' prior written notice (the "Employee Notice Period") to the Company. Upon termination by Employee under this section, the Company may, in its sole discretion and at any time during Employee Notice Period accept the resignation and terminate the employment effective before the completion of the notice period. Employee shall not take any leaves during the Notice Period without the prior consent of the Company.

(c) Liquidated Damages: If Employee does not give notice as provided under Section 4.1(b) before terminating employment pursuant to this Agreement, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of notice period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee not provide the notice required under Section 4.1(b), that the Company shall deduct the liquidated damages described in this Section

4. 1(c) from Employee's final expenses reimbursements or pay check or through due course of the law.

4.2. By the Company:

(a) Probationary Period: 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. 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. If the performance is not satisfactory during the probation period, Zentree labs reserves the right to terminate the employment at any time in the probation period without any prior notice.

(b) With Cause: The Company may terminate Employee's employment pursuant to this Agreement for Cause, as defined below, immediately upon written notice to Employee. **Cause:** "Cause" shall mean any of the following: (i) any act, failure to act, conduct, pattern of conduct, or condition injurious or potentially injurious to the business or reputation of the Company; (ii) any conviction for a misdemeanour or felony the circumstances of which are substantially related to the circumstances of Employee's job; (iii) Employee's commission of any material act of dishonesty or disloyalty involving the Company or a Company client; (iv) the failure to perform substantially his or her duties for the Company or a Company client, which failure remains uncured seven (7) days after written notice from the Company of the failure; (v) theft or fraud by Employee with respect to the business of the Company or a Company's client; (vi) any material breach of this Agreement or Employee's insubordination, gross misconduct, or material violation of a Company's or Company client's employment policy; or (vii) failure to accept a job assignments in good faith. The Company retains sole discretion to determine whether Cause exists.

(c) Without Cause: The Company may terminate Employee's employment pursuant to this Agreement without cause at any time with at least one month's prior written notice ("Company Notice Period") to Employee.

5. No Solicitation of Company's Employees: While Employee is employed by the Company and for one year thereafter, Employee shall not directly or indirectly encourage any Company employee, with whom Employee had contact with during the last twelve (12) months of

Employee's employment, to terminate his or her employment with the Company or solicit such an individual for employment outside the Company which would end or diminish that employee's services to the Company. This Section shall not prohibit Employee from being a reference for other Company employees.

6. Covenant Not to Compete: The Company will expend and continue to expend substantial time, effort and money to service its clients and future clients and to provide Employee the opportunity and the resources to extend the goodwill of the Company.

6.1 Covenants:

(a) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not directly or indirectly, solicit or otherwise attempt to provide or provide any Restricted Client (as defined below) any services substantially similar to those provided by the Company during the 12 months prior to the termination of his or her employment.

(b) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not (i) communicate with a Prospective Client about a Prospective Client Job; (ii) provide services to a Prospective Client related to a Prospective Client Job; or (iii) directly or indirectly, solicit, influence or encourage a Prospective Client to purchase services from a competitor of the Company related to a Prospective Client Job. Restricted Client means any individual or entity for whom or to which Employee had provided services to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment.

(d) A Prospective Client means (i) any individual or entity (A) for whom or to which the Company provided services in the twenty four months prior to the termination of Employee's employment; or (B) who or which requested that the Company locate an individual with applicable skills to complete a Prospective Client Job at such Prospective Client's business, and (ii) with whom/which Employee was introduced to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment as a potential individual to be hired to complete a Prospective Client Job or was informed by the Company that he or she was a potential individual to be hired to complete a Prospective Client Job.

(e) A Prospective Client Job means a Prospective Client's project for services for which the Prospective Client has requested that the Company locate an individual with the applicable skills needed to complete that project for the Prospective Client so that the Prospective Client may hire the Company to perform services in connection with such project. Notwithstanding the above, Prospective Client Jobs do not include any projects for which the Prospective Client has rejected the Company's services or has otherwise affirmatively declined to purchase the Company's services in connection with a specific project prior to the termination of Employee's employment.

6.2 Employee Acknowledgment and Representation:

(a) Employee recognizes and agrees that the only way the Company can protect its legitimate interest in preserving its goodwill with its clients is to require Employee to sign the non- compete covenant contained herein and that this non-competition covenant is both necessary and reasonable in its scope.

(b) Employee agrees, during the term of any restriction contained in this Agreement, to disclose this Agreement to any entity which offers employment to Employee. Employee further agrees that the Company may send a copy of this Agreement to, or otherwise make the provisions hereof known to, any of Employee's potential employers.

7. Inventions and Work Products: All such Inventions and products of work shall be the sole and exclusive property of Zentree Labs. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to Zentree Labs; and (b) all documents required to obtain a patent, register a copyright, or enforce Zentree Lab's rights in such Inventions. These obligations shall continue beyond the

termination of employment with respect to Inventions you conceive or make during the period of your employment.

8. Trade Secrets, Proprietary Information and Client Information: Employee agrees to maintain strict confidentiality regarding information obtained through the course of working at Zentree Labs. We expect the highest level of confidentiality regarding sensitive company or client data. We require written management consent to divulge any and all client information.

9. Remedies: Employee acknowledges and agrees that a violation of this Agreement would cause irreparable harm to the Company, and that the Company's remedy at law for any such violation would be inadequate. In recognition of the foregoing, Employee agrees that, in addition to any other relief afforded by law, including damages sustained by a breach of this Agreement, the Company will have the right to enforce this Agreement by specific remedies, which will include, among other things, temporary and permanent injunctions, it being the understanding of the undersigned parties hereto that both damages and injunctions will be proper modes of relief and are not to be considered as alternative remedies.

10. Amendment: No amendment, modification or waiver of any provisions of this covenant or consent to any departure thereof shall be effective unless in writing signed by the party against whom it is sought to be enforced.

11. Entire Agreement: This document contains the entire agreement that exists between Employee and the Company with respect to each of the subjects herein contained, replacing and superseding any agreements, oral or written, between the Company and Employee with respect to the subjects herein contained.

12. Survival: Upon termination of Employee's employment pursuant to this Agreement, Employee's obligations pursuant to Sections 5 and 6 shall survive the termination of this Agreement for the time periods indicated therein.


13. Severability: If any provision of this Agreement is held for any reason to be unenforceable, the remainder of this Agreement shall remain in full force and effect. Each section is intended to be a severable and independent section within this Agreement.

14. Headings: The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

15. Governing Law: This Agreement is made in the State of Karnataka, India, and shall be governed by and construed in accordance with the laws of the said State. Employee consents to the jurisdiction of the courts of Karnataka, India.

16. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

17. Further Assurance: Employee agrees to execute any other documents or take any other actions reasonably requested by the Company to fulfil the agreements described herein. The parties hereto have executed this Employment Agreement as of the date first written above.

	Zentree Labs	Employee
Name	Hemanshu T. Vernenker	JAISHETTY ASHRITHA
Designation	CEO	Embedded Software Engineer
Signature		
Date	June 16, 2022	June 21, 2022
Place	Bangalore	Hyderabad

Remuneration Appendix: Salary and Benefit components Compensation & Benefits

- All entitlements given below are applicable after Employee has joined Zentree Labs. The entitlements are subject to company policies that may be changed from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.
- These entitlements shall cease upon the termination of Employee's employment with Zentree Labs. These entitlements may also cease if Employee needs to take long-termed personal leave of absence.

Name	JAISHETTY ASHRITHA		
Particular	Per Month	Number of Months	Per Year
Basic Salary	16,500	12	1,98,000
HRA	6,600	12	79,200
Conveyance allowance	1,600	12	19,200
Medical allowances	1,200	12	14,400
Mobile allowance	2,000	12	24,000
Special allowance	2,841	12	34,092
A. Gross salary	30,741	12	3,68,892
Less: Deductions			
Employee's PF contribution	1,800	12	21,600
Professional Tax	200	12	2,400
B. Total Deductions	2,000	12	24,000
C. Net Taxable Salary	28,741	12	3,44,892
D. Company's contribution to Employee's PF	1,800	12	21,600
E. Gratuity	793	12	9,516
CTC (= A + D + E)	33,334	12	4,00,008

- The Company, at any time, reserves the right to restructure its compensation as per the changes in government policies.



ZENTREE LABS

91 Springboard, Dollars Colony, JP Nagar, Phase 4, Bangalore - 560076

Date: 16-June-2022

Dear M Sai Rishitha,

Zentree Labs is pleased to extend to you an offer of employment. This decision to offer you a position with our company has been made in reliance upon your knowledge and education as set forth in your resume and college certificate, as well as the information provided by you during your interview process. You will be employed as Embedded Software Engineer within Zentree Labs India with a probation period of 6 months. We are looking forward to working with you.

The terms and conditions of employment are in the agreement attached. Please sign and return it within 1 day. Please e-mail me at hemanshutv@zentreelabs.com if you have any questions or concerns. Also, please do note that this offer is contingent upon your commencing work with Zentree Labs no later than **Sep 05 2022**.

Welcome aboard to an exciting career with Zentree Labs!

Sincerely,

Hemanshu Vernenker
CEO, Zentree Labs

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") made of and effective as of June 16, 2022 is by and between **M Sai Rishitha ("Employee")**, and Zentree Labs, ("the Company") having its office at 91 Springboard, Dollars Colony, JP Nagar, Phase IV, Bangalore, 560076. Employee's start date shall be no later than **Sep 05, 2022**. Your employment is contingent upon successful reference checks and the verification of information presented to the company by you in the application phase, and by signing this letter you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by the Company. To facilitate the process, please furnish a list of three (3) references, including the contact information for each reference as soon as possible. By countersigning this letter, you are expressly granting your consent to the Company to perform a background check. Should the information be proven false, the company shall at its sole discretion terminate employment immediately without notice period. Zentree Labs expects employees to act with integrity, reporting himself or herself to work promptly on the agreed upon start date.

The offer is made based on Indian laws and subject to no adverse information being obtained during reference checking with previous employers, validation of educational qualifications or background checks, and approval of your employment/immigration pass application (wherever applicable). For audit purposes, you are also expected to provide an original copy of your last pay slip, if previously employed, to the Human Resources Department.

WHEREAS, the Company wishes to employ the Employee in the capacity of Embedded Software Engineer in a fulltime, regular employment status (after successful completion of probation) and the Employee wishes to be employed with the Company in such capacity, on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. Employment:

1.1 Position: The Company hereby agrees to hire Employee as **Embedded Software Engineer** at the India organization and Employee hereby accepts such employment, all subject to the terms and provisions of this Agreement. Employee agrees (i) to devote Employee's full-time professional efforts, attention and energies to the business of the Company, (ii) to perform such reasonable responsibilities and duties customarily attendant to the position of **Embedded Software Engineer's** level and such other duties and responsibilities as may be assigned to Employee from time to time by the Company, and (iii) to endeavour in all respects to promote, advance and further the Company's interest in all manners. Employee shall report to the Assigned Manager. Employee understands that, if Employee will perform services for the Company's clients at the client's place of business, Employee shall be subject to the Company's general employment policies but also to any applicable policies of the Company's clients.

1.2 No Moonlighting: While employed by the Company, Employee agrees that Employee will not accept any other part-time employment or consulting work or render any professional services, without the Company's prior written consent.

1.3 Place of Employment: Employee's employment will be based in Hyderabad, India. Employee shall be required to travel as required.

1.4 Hours of Employment: The normal working hours are 9-hour shifts with 60-minute lunch breaks. Daily and weekly work schedules or shifts may be changed from time to time at the discretion of the management to meet the varying conditions of business, project in hand, customer requests, operational and management requirements. However, the employee will not be required to work in night shift, if any. It shall be essential obligation of an employee to report to work at the scheduled starting time and the Employee is bound to comply with such requirements.

1.5 Location of Work and Transfers: Employee hereby agrees to work at any location specified by the management of the Company including but not limited to the premises of associated, affiliate or group companies of Zentree Labs either in India or elsewhere. Intradepartmental or Intra-company transfers of employee within the associated, affiliate, holding, and subsidiary or group companies of Zentree Labs for Company's business purposes or work demands may be made at any time at the discretion of the Manager. The employee has to conduct work in accordance with the Company policies and the transfer arrangement

1.6 Personal Data Storage: Zentree Labs human resources information systems are consolidated and managed centrally. As a result, personal data is transferred around Zentree Labs locations worldwide and to selected outside organizations that provide services to Zentree Labs and our workforce. To assure that personal data privacy is adequately safeguarded, Zentree Labs operates internal procedures to protect the confidentiality and security of individual personal data, and Zentree Labs requires that the outside organizations we work with provide adequate levels of protection. By signing this agreement and accepting a position with Zentree Labs, you are consenting to this data transfer.

2. Compensation:

2.1 During probation: Employee's total remuneration will be **Rs. 4,00,008/-** per annum payable in monthly instalments throughout the calendar year in accordance with the normal payroll practices of the Company. The break-up of the annual salary and benefit details shall be described in the Remuneration Appendix. All monetary compensations are subject to appropriate withholding requirements imposed by governmental authority. The base salary shall be payable as current salary, in 12 instalments, (monthly) payable on the last day of the month.

2.2 Salary Revisions:

(a) Probation: Your remuneration will be reviewed after completion of probation period.

(b) Merit review: Yearly merit review dates are set by Corporate Headquarters. Zentree Labs believes in rewarding performance and paying competitive salaries according to the

market. The result of any remuneration review will take your performance into account as well as the value of your competency set in the marketplace.

2.3 Confidentiality: The information relating to your remuneration package is considered strictly confidential and the company expects you maintain a code of ethics to discuss salary matters solely with your manager and human resources representation.

3. Benefits:

3.1 Time off: Upon completion of probation, Employee will be entitled to participate in the leave, holiday pay and other benefit programs provided to employees of the Company similarly situated, all in accordance with the rules and policies of the Company as to such matters and the plans established therefore.

3.2 Training and Education: After Employee has been employed by the Company for 1 year, Employee may request personal training and/or education funds that can be used for conferences, technical training, books, or other professional courses. These training and education requests must come in writing in a formal training request sent to Human Resources, and approval in the sole discretion of the Head of India Operations.

4. Termination of Employment: Upon completion of probation, Employee's employment will continue indefinitely until terminated by either party in accordance with this Section.

4.1 By Employee:

(a) Employee Commitment: Due to the investment made by the Company towards the Employee, Employee agrees to work with Zentree labs for two (2) years after the probation period. During the period of the commitment, Employee shall faithfully, diligently and to the best of the ability discharge the responsibilities and shall confirm to carry out and obey all orders, directions and instructions of the Authorities of Zentree Labs. During the term of his employment and shall use his endeavour to promote the interest of Zentree labs. If employee breaches the commitment of two (2) years after the probation period, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of two-year period after the probation period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee breach the two (2) year commitment after the probation period, that the Company shall deduct the liquidated damages described in this Section 4.1(a) from Employee's final expenses reimbursements or pay check or through due course of the law.

(b) Notice: After completion of 2 years of employment after the probation period, Employee may terminate Employee's employment pursuant to this Agreement with at least Ninety (90) days' prior written notice (the "Employee Notice Period") to the Company. Upon termination by Employee under this section, the Company may, in its sole discretion and at any time during Employee Notice Period accept the resignation and terminate the employment effective before the completion of the notice period. Employee shall not take any leaves during the Notice Period without the prior consent of the Company.

(c) Liquidated Damages: If Employee does not give notice as provided under Section 4.1(b) before terminating employment pursuant to this Agreement, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of notice period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee not provide the notice required under Section 4.1(b), that the Company shall deduct the liquidated damages described in this Section 4.1(c) from Employee's final expenses reimbursements or pay check or through due course of the law.

4.2. By the Company:

(a) Probationary Period: 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. 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. If the performance is not satisfactory during the probation period, Zentree labs reserves the right to terminate the employment at any time in the probation period without any prior notice.

(b) With Cause: The Company may terminate Employee's employment pursuant to this Agreement for Cause, as defined below, immediately upon written notice to Employee.
Cause: "Cause" shall mean any of the following: (i) any act, failure to act, conduct, pattern of conduct, or condition injurious or potentially injurious to the business or reputation of the Company; (ii) any conviction for a misdemeanor or felony the circumstances of which are substantially related to the circumstances of Employee's job; (iii) Employee's commission of any material act of dishonesty or disloyalty involving the Company or a Company client; (iv) the failure to perform substantially his or her duties for the Company or a Company client, which failure remains uncured seven (7) days after written notice from the Company of the failure; (v) theft or fraud by Employee with respect to the business of the Company or a Company's client; (vi) any material breach of this Agreement or Employee's insubordination, gross misconduct, or material violation of a Company's or Company client's employment policy; or (vii) failure to accept a job assignments in good faith. The Company retains sole discretion to determine whether Cause exists.

(c) Without Cause: The Company may terminate Employee's employment pursuant to this Agreement without cause at any time with at least one month's prior written notice ("Company Notice Period") to Employee.

5. No Solicitation of Company's Employees: While Employee is employed by the Company and for one year thereafter, Employee shall not directly or indirectly encourage any Company employee, with whom Employee had contact with during the last twelve (12) months of Employee's employment, to terminate his or her employment with the Company or solicit such an individual for employment outside the Company which would end or diminish that employee's services to the Company. This Section shall not prohibit Employee from being a reference for other Company employees.

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opportunity and the resources to extend the goodwill of the Company.

6.1 Covenants:

(a) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not directly or indirectly, solicit or otherwise attempt to provide or provide any Restricted Client (as defined below) any services substantially similar to those provided by the Company during the 12 months prior to the termination of his or her employment.

(b) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not (i) communicate with a Prospective Client about a Prospective Client Job; (ii) provide services to a Prospective Client related to a Prospective Client Job; or (iii) directly or indirectly, solicit, influence or encourage a Prospective Client to purchase services from a competitor of the Company related to a Prospective Client Job. Restricted Client means any individual or entity for whom or to which Employee had provided services to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment.

(d) A Prospective Client means (i) any individual or entity (A) for whom or to which the Company provided services in the twenty four months prior to the termination of Employee's employment; or (B) who or which requested that the Company locate an individual with applicable skills to complete a Prospective Client Job at such Prospective Client's business, and (ii) with whom/which Employee was introduced to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment as a potential individual to be hired to complete a Prospective Client Job or was informed by the Company that he or she was a potential individual to be hired to complete a Prospective Client Job.

(e) A Prospective Client Job means a Prospective Client's project for services for which the Prospective Client has requested that the Company locate an individual with the applicable skills needed to complete that project for the Prospective Client so that the Prospective Client may hire the Company to perform services in connection with such project. Notwithstanding the above, Prospective Client Jobs do not include any projects for which the Prospective Client has rejected the Company's services or has otherwise affirmatively declined to purchase the Company's services in connection with a specific project prior to the termination of Employee's employment.

6.2 Employee Acknowledgment and Representation:

(a) Employee recognizes and agrees that the only way the Company can protect its legitimate interest in preserving its goodwill with its clients is to require Employee to sign the non-compete covenant contained herein and that this non-competition covenant is both necessary and reasonable in its scope.

(b) Employee agrees, during the term of any restriction contained in this Agreement, to disclose this Agreement to any entity which offers employment to Employee. Employee further agrees that the Company may send a copy of this Agreement to, or otherwise make the provisions hereof known to, any of Employee's potential employers.

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termination of employment with respect to Inventions you conceive or make during the period of your employment.

8. Trade Secrets, Proprietary Information and Client Information: Employee agrees to maintain strict confidentiality regarding information obtained through the course of working at Zentree Labs. We expect the highest level of confidentiality regarding sensitive company or client data. We require written management consent to divulge any and all client information.

9. Remedies: Employee acknowledges and agrees that a violation of this Agreement would cause irreparable harm to the Company, and that the Company's remedy at law for any such violation would be inadequate. In recognition of the foregoing, Employee agrees that, in addition to any other relief afforded by law, including damages sustained by a breach of this Agreement, the Company will have the right to enforce this Agreement by specific remedies, which will include, among other things, temporary and permanent injunctions, it being the understanding of the undersigned parties hereto that both damages and injunctions will be proper modes of relief and are not to be considered as alternative remedies.

10. Amendment: No amendment, modification or waiver of any provisions of this covenant or consent to any departure thereof shall be effective unless in writing signed by the party against whom it is sought to be enforced.

11. Entire Agreement: This document contains the entire agreement that exists between Employee and the Company with respect to each of the subjects herein contained, replacing and superseding any agreements, oral or written, between the Company and Employee with respect to the subjects herein contained.

12. Survival: Upon termination of Employee's employment pursuant to this Agreement, Employee's obligations pursuant to Sections 5 and 6 shall survive the termination of this Agreement for the time periods indicated therein.


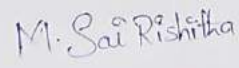
13. Severability: If any provision of this Agreement is held for any reason to be unenforceable, the remainder of this Agreement shall remain in full force and effect. Each section is intended to be a severable and independent section within this Agreement.

14. Headings: The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

15. Governing Law: This Agreement is made in the State of Karnataka, India, and shall be governed by and construed in accordance with the laws of the said State. Employee consents to the jurisdiction of the courts of Karnataka, India.

16. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

17. Further Assurance: Employee agrees to execute any other documents or take any other actions reasonably requested by the Company to fulfil the agreements described herein. The parties hereto have executed this Employment Agreement as of the date first written above.

	Zentree Labs	Employee
Name	Hemanshu T. Vernenker	M Sai Rishitha
Designation	CEO	Embedded Software Engineer
Signature		
Date	June 16, 2022	June 21, 2022
Place	Bangalore	Hyderabad

Remuneration Appendix: Salary and Benefit components Compensation & Benefits

1. All entitlements given below are applicable after Employee has joined Zentree Labs. The entitlements are subject to company policies that may be changed from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.

2. These entitlements shall cease upon the termination of Employee's employment with Zentree Labs. These entitlements may also cease if Employee needs to take long-termed personal leave of absence.

Name	M Sai Rishitha		
Particular	Per Month	Number of Months	Per Year
Basic Salary	16,500	12	1,98,000
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A. Gross salary	30,741	12	3,68,892
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Employee's PF contribution	1,800	12	21,600
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B. Total Deductions	2,000	12	24,000
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E. Gratuity	793	12	9,516
CTC (= A + D + E)	33,334	12	4,00,008

3. The Company, at any time, reserves the right to restructure its compensation as per the changes in government policies.



ZENTREE LABS

91 Springboard, Dollars Colony, JP Nagar, Phase 4, Bangalore - 560076

Date: 16-June-2022

Dear MALLAM GURUDEEP,

Zentree Labs is pleased to extend to you an offer of employment. This decision to offer you a position with our company has been made in reliance upon your knowledge and education as set forth in your resume and college certificate, as well as the information provided by you during your interview process. You will be employed as Embedded Software Engineer within Zentree Labs India with a probation period of 6 months. We are looking forward to working with you.

The terms and conditions of employment are in the agreement attached. Please sign and return it within 1 day. Please e-mail me at hemanshutv@zentreelabs.com if you have any questions or concerns. Also, please do note that this offer is contingent upon your commencing work with Zentree Labs no later than **Sep 05 2022**.

Welcome aboard to an exciting career with Zentree Labs!

Sincerely,

Hemanshu Vernenker
CEO, Zentree Labs

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") made of and effective as of June 16, 2022 is by and between **MALLAM GURUDEEP ("Employee")**, and Zentree Labs, ("the Company") having its office at 91 Springboard, Dollars Colony, JP Nagar, Phase IV, Bangalore, 560076. Employee's start date shall be no later than **Sep 05, 2022**. Your employment is contingent upon successful reference checks and the verification of information presented to the company by you in the application phase, and by signing this

letter you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by the Company. To facilitate the process, please furnish a list of three (3) references, including the contact information for each reference as soon as possible. By countersigning this letter, you are expressly granting your consent to the Company to perform a background check. Should the information be proven false, the company shall at its sole discretion terminate employment immediately without notice period. Zentree Labs expects employees to act with integrity, reporting himself or herself to work promptly on the agreed upon start date.

The offer is made based on Indian laws and subject to no adverse information being obtained during reference checking with previous employers, validation of educational qualifications or background checks, and approval of your employment/immigration pass application (wherever applicable). For audit purposes, you are also expected to provide an original copy of your last pay slip, if previously employed, to the Human Resources Department.

WHEREAS, the Company wishes to employ the Employee in the capacity of Embedded Software Engineer in a fulltime, regular employment status (after successful completion of probation) and the Employee wishes to be employed with the Company in such capacity, on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

1. Employment:

- 1.1 Position:** The Company hereby agrees to hire Employee as **Embedded Software Engineer** at the India organization and Employee hereby accepts such employment, all subject to the terms and provisions of this Agreement. Employee agrees (i) to devote Employee's full-time professional efforts, attention and energies to the business of the Company, (ii) to perform such reasonable responsibilities and duties customarily attendant to the position of **Embedded Software Engineer's** level and such other duties and responsibilities as may be assigned to Employee from time to time by the Company, and (iii) to endeavour in all respects to promote, advance and further the Company's interest in all manners. Employee shall report to the Assigned Manager. Employee understands that, if Employee will perform services for the Company's clients at the client's place of business, Employee shall be subject to the Company's general employment policies but also to any applicable policies of the Company's clients.
- 1.2 No Moonlighting:** While employed by the Company, Employee agrees that Employee will not accept any other part-time employment or consulting work or render any professional services, without the Company's prior written consent.
- 1.3 Place of Employment:** Employee's employment will be based in Hyderabad, India. Employee shall be required to travel as required.

- 1.4 Hours of Employment:** The normal working hours are 9-hour shifts with 60minute lunch breaks. Daily and weekly work schedules or shifts may be changed from time to time at the discretion of the management to meet the varying conditions of business, project in hand, customer requests, operational and management requirements. However, the employee will not be required to work in night shift, if any. It shall be essential obligation of an employee to report to work at the scheduled starting time and the Employee is bound to comply with such requirements.
- 1.5 Location of Work and Transfers:** Employee hereby agrees to work at any location specified by the management of the Company including but not limited to the premises of associated, affiliate or group companies of Zentree Labs either in India or elsewhere. Intradepartmental or Intra-company transfers of employee within the associated, affiliate, holding, and subsidiary or group companies of Zentree Labs for Company's business purposes or work demands may be made at any time at the discretion of the Manager. The employee has to conduct work in accordance with the Company policies and the transfer arrangement
- 1.6 Personal Data Storage:** Zentree Labs human resources information systems are consolidated and managed centrally. As a result, personal data is transferred around Zentree

Labs locations worldwide and to selected outside organizations that provide services to Zentree Labs and our workforce. To assure that personal data privacy is adequately safeguarded, Zentree Labs operates internal procedures to protect the confidentiality and security of individual personal data, and Zentree Labs requires that the outside organizations we work with provide adequate levels of protection. By signing this agreement and accepting a position with Zentree Labs, you are consenting to this data transfer.

2. Compensation:

- 2.1 During probation:** Employee's total remuneration will be **Rs. 4,00,008/-** per annum payable in monthly instalments throughout the calendar year in accordance with the normal payroll practices of the Company. The break-up of the annual salary and benefit details shall be described in the Remuneration Appendix. All monetary compensations are subject to appropriate withholding requirements imposed by governmental authority. The base salary shall be payable as current salary, in 12 instalments, (monthly) payable on the last day of the month.

2.2 Salary Revisions:

- (a) Probation:** Your remuneration will be reviewed after completion of probation period.
- (b) Merit review:** Yearly merit review dates are set by Corporate Headquarters. Zentree Labs believes in rewarding performance and paying competitive salaries according to the

market. The result of any remuneration review will take your performance into account as well as the value of your competency set in the marketplace.

2.3 Confidentiality: The information relating to your remuneration package is considered strictly confidential and the company expects you maintain a code of ethics to discuss salary matters solely with your manager and human resources representation.

3. Benefits:

3.1 Time off: Upon completion of probation, Employee will be entitled to participate in the leave, holiday pay and other benefit programs provided to employees of the Company similarly situated, all in accordance with the rules and policies of the Company as to such matters and the plans established therefore.

3.2 Training and Education: After Employee has been employed by the Company for 1 year, Employee may request personal training and/or education funds that can be used for conferences, technical training, books, or other professional courses. These training and education requests must come in writing in a formal training request sent to Human Resources, and approval in the sole discretion of the Head of India Operations.

4. Termination of Employment: Upon completion of probation, Employee's employment will continue indefinitely until terminated by either party in accordance with this Section.

4.1 By Employee:

(a) Employee Commitment: Due to the investment made by the Company towards the Employee, Employee agrees to work with Zentree labs for two (2) years after the probation period. During the period of the commitment, Employee shall faithfully, diligently and to the best of the ability discharge the responsibilities and shall confirm to carry out and obey all orders, directions and instructions of the Authorities of Zentree Labs. During the term of his employment and shall use his endeavour to promote the interest of Zentree labs. If employee breaches the commitment of two (2) years after the probation period, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of two-year period after the probation period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee breach the two (2) year commitment after the probation period, that the Company shall deduct the liquidated damages described in this Section 4.1(a) from Employee's final expenses reimbursements or pay check or through due course of the law.

(b) Notice: After completion of 2 years of employment after the probation period,

Employee may terminate Employee's employment pursuant to this Agreement with at least Ninety (90) days' prior written notice (the "Employee Notice Period") to the Company. Upon termination by Employee under this section, the Company may, in its sole discretion and at any time during Employee Notice Period accept the resignation and terminate the employment effective before the completion of the notice period. Employee shall not take any leaves during the Notice Period without the prior consent of the Company. (c)

Liquidated Damages: If Employee does not give notice as provided under Section 4.1(b) before terminating employment pursuant to this Agreement, Employee agrees to pay to the Company as liquidated damages, not as a penalty or fine, an amount equal to the remainder of notice period not served in terms of the Employee's then current Salary. Employee agrees that should the Employee not provide the notice required under Section 4.1(b), that the Company shall deduct the liquidated damages described in this Section 4.1(c) from Employee's final expenses reimbursements or pay check or through due course of the law.

4.2. By the Company:

(a) **Probationary Period:** 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. 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. If the performance is not satisfactory during the probation period, Zentree labs reserves the right to terminate the employment at any time in the probation period without any prior notice.

(b) **With Cause:** The Company may terminate Employee's employment pursuant to this Agreement for Cause, as defined below, immediately upon written notice to Employee.
Cause: "Cause" shall mean any of the following: (i) any act, failure to act, conduct, pattern of conduct, or condition injurious or potentially injurious to the business or reputation of the Company; (ii) any conviction for a misdemeanour or felony the circumstances of which are substantially related to the circumstances of Employee's job; (iii) Employee's commission of any material act of dishonesty or disloyalty involving the Company or a Company client; (iv) the failure to perform substantially his or her duties for the Company or a Company client, which failure remains uncured seven (7) days after written notice from the Company of the failure; (v) theft or fraud by Employee with respect to the business of the Company or a Company's client; (vi) any material breach of this Agreement or Employee's insubordination, gross misconduct, or material violation of a Company's or Company client's employment policy; or (vii) failure to accept a job assignments in good faith. The Company retains sole discretion to determine whether Cause exists.

(c) **Without Cause:** The Company may terminate Employee's employment pursuant to this Agreement without cause at any time with at least one month's prior written notice ("Company Notice Period") to Employee.

5. No Solicitation of Company's Employees: While Employee is employed by the

Company and for one year thereafter, Employee shall not directly or indirectly encourage any Company employee, with whom Employee had contact with during the last twelve (12) months of

Employee's employment, to terminate his or her employment with the Company or solicit such an individual for employment outside the Company which would end or diminish that employee's services to the Company. This Section shall not prohibit Employee from being a reference for other Company employees.

- 6. Covenant Not to Compete:** The Company will expend and continue to expend substantial time, effort and money to service its clients and future clients and to provide Employee the opportunity and the resources to extend the goodwill of the Company.

6.1 Covenants:

(a) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not directly or indirectly, solicit or otherwise attempt to provide or provide any Restricted Client (as defined below) any services substantially similar to those provided by the Company during the 12 months prior to the termination of his or her employment.

(b) During Employees employment with the Company, and for a period of 12 months following termination of such employment for whatever reason, Employee will not (i) communicate with a Prospective Client about a Prospective Client Job; (ii) provide services to a Prospective Client related to a Prospective Client Job; or (iii) directly or indirectly, solicit, influence or encourage a Prospective Client to purchase services from a competitor of the Company related to a Prospective Client Job. Restricted Client means any individual or entity for whom or to which Employee had provided services to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment.

(d) A Prospective Client means (i) any individual or entity (A) for whom or to which the Company provided services in the twenty four months prior to the termination of Employee's employment; or (B) who or which requested that the Company locate an individual with applicable skills to complete a Prospective Client Job at such Prospective Client's business, and (ii) with whom/which Employee was introduced to such individual or entity on behalf of the Company during the 12 months preceding the termination of Employee's employment as a potential individual to be hired to complete a Prospective Client Job or was informed by the Company that he or she was a potential individual to be hired to complete a Prospective Client Job.

(e) A Prospective Client Job means a Prospective Client's project for services for which the Prospective Client has requested that the Company locate an individual with the applicable skills needed to complete that project for the Prospective Client so that the Prospective Client may hire the Company to perform services in connection with such project. Notwithstanding the above, Prospective Client Jobs do not include any projects for which the Prospective Client has rejected the Company's services or has otherwise affirmatively declined to purchase the Company's services in connection with a specific project prior to the termination of Employee's employment.

6.2 Employee Acknowledgment and Representation:

- (a) Employee recognizes and agrees that the only way the Company can protect its legitimate interest in preserving its goodwill with its clients is to require Employee to sign the non- compete covenant contained herein and that this non-competition covenant is both necessary and reasonable in its scope.
- (b) Employee agrees, during the term of any restriction contained in this Agreement, to disclose this Agreement to any entity which offers employment to Employee. Employee further agrees that the Company may send a copy of this Agreement to, or otherwise make the provisions hereof known to, any of Employee's potential employers.

7. Inventions and Work Products: All such Inventions and products of work shall be the sole and exclusive property of Zentree Labs. You also agree to execute without receiving additional compensation: (a) any formal documents necessary to assign any Inventions to Zentree Labs; and (b) all documents required to obtain a patent, register a copyright, or enforce Zentree Lab's rights in such Inventions. These obligations shall continue beyond the termination of employment with respect to Inventions you conceive or make during the period of your employment.

8. Trade Secrets, Proprietary Information and Client Information: Employee agrees to maintain strict confidentiality regarding information obtained through the course of working at Zentree Labs. We expect the highest level of confidentiality regarding sensitive company or client data. We require written management consent to divulge any and all client information.

9. Remedies: Employee acknowledges and agrees that a violation of this Agreement would cause irreparable harm to the Company, and that the Company's remedy at law for any such violation would be inadequate. In recognition of the foregoing, Employee agrees that, in addition to any other relief afforded by law, including damages sustained by a breach of this Agreement, the Company will have the right to enforce this Agreement by specific remedies, which will include, among other things, temporary and permanent injunctions, it being the understanding of the undersigned parties hereto that both damages and injunctions will be proper modes of relief and are not to be considered as alternative remedies.

10. Amendment: No amendment, modification or waiver of any provisions of this covenant or consent to any departure thereof shall be effective unless in writing signed by the party against whom it is sought to be enforced.

11. Entire Agreement: This document contains the entire agreement that exists between Employee and the Company with respect to each of the subjects herein contained, replacing and superseding any agreements, oral or written, between the Company and Employee with respect to the subjects herein contained.

12. Survival: Upon termination of Employee's employment pursuant to this Agreement, Employee's obligations pursuant to Sections 5 and 6 shall survive the termination of this Agreement for the time periods indicated therein.


13. Severability: If any provision of this Agreement is held for any reason to be unenforceable, the remainder of this Agreement shall remain in full force and effect. Each section is intended to be a severable and independent section within this Agreement.

14. Headings: The headings in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

15. Governing Law: This Agreement is made in the State of Karnataka, India, and shall be governed by and construed in accordance with the laws of the said State. Employee consents to the jurisdiction of the courts of Karnataka, India.

16. Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

17. Further Assurance: Employee agrees to execute any other documents or take any other actions reasonably requested by the Company to fulfil the agreements described herein. The parties hereto have executed this Employment Agreement as of the date first written above.

	Zentree Labs	Employee
Name	Hemanshu T. Vernenker	MALLAM GURUDEEP
Designation	CEO	Embedded Software Engineer
Signature		
Date	June 16, 2022	June 21, 2022
Place	Bangalore	Hyderabad

Remuneration Appendix: Salary and Benefit components Compensation & Benefits

1. All entitlements given below are applicable after Employee has joined Zentree Labs. The entitlements are subject to company policies that may be changed from time to time. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.

2. These entitlements shall cease upon the termination of Employee's employment with Zentree Labs. These entitlements may also cease if Employee needs to take long-termed personal leave of absence.

Name	MALLAM GURUDEEP		
Particular	Per Month	Number of Months	Per Year
Basic Salary	16,500	12	1,98,000
HRA	6,600	12	79,200
Conveyance allowance	1,600	12	19,200
Medical allowances	1,200	12	14,400
Mobile allowance	2,000	12	24,000
Special allowance	2,841	12	34,092
A. Gross salary	30,741	12	3,68,892
Less: Deductions			
Employee's PF contribution	1,800	12	21,600
Professional Tax	200	12	2,400
B. Total Deductions	2,000	12	24,000
C. Net Taxable Salary	28,741	12	3,44,892
D. Company's contribution to Employee's PF	1,800	12	21,600
E. Gratuity	793	12	9,516
CTC (= A + D + E)	33,334	12	4,00,008

3. The Company, at any time, reserves the right to restructure its compensation as per the changes in government policies.

Skill lync offer

Inbox

S

Syed Asif <syedasif0804@gmail.com>
to me

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

From: Sandhya D <sandhya.d@skill-lync.com>

Date: Thu, 10 Feb, 2022, 6:20 pm

Subject: Kudoos !!!!!

To: <syedasif0804@gmail.com>, Niranjana S <niranjana.s@skill-lync.com>

Cc: Manav Jain <manav@hyrr.co>, Thangalaxmi Uthirapandian Nadar <thangalaxmi.u@>

You have successfully completed all the rounds of interviews for the role of Inside Sales Executive.

Thanks for interviewing with us, We thoroughly enjoyed talking to you about your skills and career expectations.

NOTE: The Documents have to be submitted on or before 12 PM tomorrow, in case of any retraction from our end.

Please select the "reply to all" options in the mail when you revert back to us!

Section 1:

1. Educational documents - 10th, 12th and recent semester marksheets.
2. Internship Certificate / Experience Certificate (if available)

Section 2:

Please share the below-mentioned details for NDA to roll out with the offer.

- Your name(as in Aadhar)
- Your DOB
- Your Age
- Pan card details
- Father's Name

- Permanent & Temporary Address

Please update the documents in the given sheet <https://forms.gle/9kGiUcMBNH5Kz4eQ>

You can feel free to ask any questions that you may have about the roles and responsibilities.

We can't wait to have you as part of our team :)

Please find below the location details of each branch we have.

Chennai - Sales Office:

Prince technopark

6th floor, Rajiv Gandhi IT Expy, Thuraipakkam, Customs Colony, Sakthi Nagar, Thoraipakkam, Opposite to Sangeetha hotel, Thoraipakkam.

Location: <https://goo.gl/maps/1iwv8KETHF8ausr1A>

Hyderabad:

iSprout Coworking Space

Purva Summit, 2nd Floor, White Field Rd,HITEC City, Hyderabad, Telangana 500081

Map: <https://q.page/isprouthitechcity?share>

Pune:

Awfis

Ground floor, Unit no.2, B-Wing, Business @ Mantri, Viman Nagar, Pune, Maharashtra 411004

Map: <https://goo.gl/maps/Lx9ZfADuZjggpME89>

Delhi:

CO-OFFIZ

H.B. Twin Tower, 5th Floor Max Hospital Building, Netaji Subhash Place, Pitam Pura, Delhi 110034

Map: <https://q.page/CO-OFFIZ-NSP?share>

Mumbai Branch Office:

IKEVA

Lower Ground 02, B Wing, Art Guild House, Phoenix Market City L.B.S Marg, Kurla West, Bandra Kurla Complex, Annexe, Mumbai, Maharashtra 400070.

<https://goo.gl/maps/adrJyAZ8WtAcVMw87>

Bangalore

Workshaala Xenon

2nd floor,100 Feet Rd, Chandra Reddy Layout, AVS Layout, Ejipura, Bengaluru, Karnataka 560002

<https://maps.app.goo.gl/c9m5W1x7rycysfzk8>.

Regards,

Sandhya D

Talent Acquisition Associate



EpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanmiyur, Chennai – 600041

Non-Disclosure Agreement

This Non-Disclosure Agreement (the “Agreement”) entered into on **April 15, 2022** by and between **Sapavath Nagamani** here in after referred to as (“Employee”) which includes its successors and assigns and legal representatives and Epowerx Learning Technologies Pvt Ltd. a company incorporated under the Companies Act, 1956 and having its registered office address at Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road, Thiruvanmiyur, Chennai – 600041 hereinafter referred to as (“Skill-Lync”) which includes its successors and assigns and legal representatives.

The Employee and Skill-Lync shall thereafter individually be referred to as “Party” and collectively as “Parties”.

WHEREAS, Skill-Lync is an E-Learning platform. The Employee will be employed with Skill-Lync as a ‘**Inside Sales Specialist**’ with effect from **April 20, 2022**.

Whereas, the Employee may in the course of his/her employment with Skill-Lync shall have access to sensitive, confidential data of Skill-Lync and shall also be required to disclose confidential, important and/or Skill-Lync’s business trade secret information concerning Skill-Lync’s business and activities;

Therefore, the parties hereto agree to enter into a confidential relationship with respect to the disclosure by each of them of certain information as follows:

1. Definitions: For purposes of this Agreement, “Confidential Information” shall include all information or material that has or could have Skill-Lync’s client/partner confidential data including business plan, business process, business trade secrets, commercial values offered to Skill-Lync’s clients/partners or other business information including prospective business of Skill-Lync or its subsidiaries or affiliates. It is the responsibility of the Disclosing Party/Employee to strictly restrain from disclosing Confidential Information to any third party or Receiving Party. For purposes of this Agreement, the term “the Disclosing Party” shall be the party that discloses Confidential Information to the Receiving Party.

For purposes of this Agreement, the term “the Receiving Party” shall be the party that receives Confidential Information from the Disclosing Party and shall include Skill-Lync’s competitors, the company he or she represents, and all affiliates, subsidiaries, and related companies of the Receiving Party.

For purposes of this Agreement, the term “Representative” shall include each party’s directors, officers, employees, agents, consultants, and financial, legal, and other advisors.

2. Exclusions: Confidential Information does not include information that the Receiving Party can demonstrate: (a) was in the Receiving Party’s possession prior to its being furnished to the Receiving Party under the terms of this Agreement, provided the source of that information was not known by the Receiving



EpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanniyur, Chennai – 600041

Party to be bound by a confidentiality agreement with or other obligation of confidentiality to the Disclosing Party; (b) is now, or hereafter becomes, through no act or failure to act on the part of the Receiving Party, generally known to the public; (c) is rightfully obtained by the Receiving Party from a third party, without breach of any obligation to the Disclosing Party; or (d) is independently developed by the Receiving Party without use of or reference to the Confidential Information.

3. Confidentiality: The Receiving Party and its Representatives shall not disclose any of the Confidential Information in any manner whatsoever, except as provided in paragraphs 4 and 5 of this Agreement, and shall hold and maintain the Confidential Information in strictest confidence.

4. Permitted Disclosures: The Receiving Party may disclose the Disclosing Party's Confidential Information to the Receiving Party's responsible Representatives with a bona fide need to know such Confidential Information, but only to the extent necessary to evaluate or carry out the proposed transaction or relationship with the Disclosing Party and only if such employees are advised of the confidential nature of such Confidential Information and the terms of this Agreement and are bound to protect the confidentiality of such Confidential Information.

5. Required Disclosures: The Receiving Party may disclose the Disclosing Party's Confidential Information if and to the extent that such disclosure is required by court order, provided that the Receiving Party provides the Disclosing Party a reasonable opportunity to review the disclosure before it is made and to interpose its own objection to the disclosure.

6. Use: The Receiving Party and its Representatives shall use the Confidential Information solely for the purpose of growth of Skill-Lync's business during the term of their employment only and not in any way use the Confidential Information to the detriment of the Disclosing Party. Nothing in this Agreement shall be construed as granting any rights to the Receiving Party, by license or otherwise, to any of the Disclosing Party's Confidential Information.

7. No Objection: Holding of discussions or exchange of material or information with the Employee's manager or its team during the course of his/her employment for the purpose of developing Skill-Lync's business shall not be construed as prohibited, subject to such discussion is for consummation of the transaction discussed therein or for completion of the transaction for which the material or information was exchanged under this Agreement.

8. Irreparable Harm: The Receiving Party understands and acknowledges that any disclosure or misappropriation of any of the Confidential Information in violation of this Agreement may cause the Disclosing Party irreparable harm, the amount of which may be difficult to ascertain and therefore agrees



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Thiruvanniyur, Chennai – 600041

that the Disclosing Party shall have the right to apply to a court of competent jurisdiction for specific performance and/or an order restraining and enjoining any such further disclosure or breach and for such other relief as the Disclosing Party shall deem appropriate.

9. Consequential Damages: No warranties of any kind are given with respect to the Confidential Information disclosed under this Agreement or any use thereof, except as may be otherwise agreed to in writing. Employee agrees that he/she shall be liable to loss of profits, loss of business or indirect, consequential or punitive damages of Skill-Lync in the event the said Employee discloses any Confidential Information to any third party and such disclosure shall constitute a breach of this Agreement.

10. Survival: The Employee understands and acknowledges that he/she shall be bound by the terms of confidentiality as provided in paragraph 3 and the secrecy and non-use obligations under the terms of the Agreement in perpetuity

11. Successors and Assigns: This Agreement and each party's obligations hereunder shall be binding on the representatives, assigns, and successors of such party and shall inure to the benefit of the assigns and successors of such party; provided, however, that the rights and obligations of the parties hereunder are not assignable.

12. Governing Jurisdiction: This jurisdiction for this agreement shall be governed by courts in Chennai, India.

13. Counterparts and Right: This Agreement may be signed in counterparts, which together shall constitute one agreement.

SKILL LYNC

EpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanmiyur, Chennai – 600041

14. Entire Agreement: This Agreement expresses the full and complete understanding of the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous proposals, agreements, representations and understandings, whether written or oral, with respect to the subject matter. This Agreement is not, however, to limit any rights that either party may have under trade secret, copyright, patent or other laws. This Agreement may not be amended or modified except in writing signed by each of the parties to the Agreement. This Agreement shall be construed as to its fair meaning and not strictly for or against either party. The headings hereof are descriptive only and are not to be construed in interpreting the provisions hereof.

Accepted and Agreed to by:
Skill-Lync, Inc

R. Hill

Title: Senior Manager - HR

Accepted and Agreed to by:
Sapavath Nagamani

S. Manu

Title: Inside Sales Specialist



EpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanniyur, Chennai – 600041

OFFER PROPOSAL - CONFIDENTIAL

Dear **Sapavath Nagamani**,

We are pleased to extend you an offer to join 'Epowerx Learning Technologies Pvt Ltd.', hereinafter referred to as ("Skill-Lync") as **Inside Sales Specialist**, to be based in **Hyderabad, Telangana**. We assure you a great career at Skill-Lync & wish you success in this journey with us!

Please find specifics of the offer below:

1. Your employment will be governed under Skill-Lync's employment agreement.
2. You will be required to submit to our HR a set of documents (as mentioned in Annexure) at the time of joining.
3. This offer is subject to successful clearance of Background verification

Start Date and Formalities:

We propose a start date as **April 20, 2022** contingent on your current employment arrangement. The first three months from your DOJ will be your **probationary period**, during which you will be evaluated based on your performance.

Induction program:

Initial 15 days will be your training period during which you will be trained and assessed on Skill-Lync's process and courses. Please note that this will be one of the important criteria to evaluate your continuity with the company.

Work schedule

No of Working days: 6 days/week
Shift Timings: 11 AM to 8 PM - General Shift

Performance Appraisal:

You will be eligible for performance appraisal for the year FY 2022 - 2023



EmpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanniyur, Chennai – 600041

Exit Policy:

All employees who have indicated their separation from the Company are required to serve a notice period at any point of time as stated below.

Notice Periods

- Individual Contributors: 60 days
- Leads/Team Leads/Managers: 60 days
- Senior Managers and above: 90 days

It is expected that the employees serving the notice period will continue the work assigned by their managers unless instructed otherwise.

Notice Period/Buyout Option: Should you desire to resign from the Company you shall provide the Company with prior written notice of the above mentioned period of such resignation or payment in lieu thereof.

Remuneration:

Your Annual Cost to Company will be **INR 431,215** (Rupees Four Lakh Thirty One Thousand Two Hundred Fifteen Only), which comprises of an annual fixed component of **INR 400,000** (Rupees Four Lakhs Only), along with the retirals and other benefits. Annual Incentives up to **INR 300,000** (Rupees Three Lakhs Only) will be the earning opportunity based on the targets assigned by the company as per the Incentives policy.

***Note: Incentives are not capped, and the above number is an indicative average incentives eligibility.*

Note:

1. Professional Tax will be deducted on a half-yearly basis to a maximum of Rs. 1,250/- for every six month [Sep & Mar]
2. Income Tax will be deducted as per applicable slab rates
3. ESI is not applicable if the monthly gross salary exceeds Rs. 21,000/-
4. Group Medical Insurance of **INR 2,00,000** along with accidental insurance of Rs.10,00,000/- is contributed by Employer



EmpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanmiyur, Chennai – 600041

Inside sales incentive policy:

We follow the 'Create wealth and share wealth' principle. You will be eligible for the incentive plan based on your experience and expertise. At Skill-Lync, we believe that you are an integral part of our success. We want you to grow with us. If you excel in this role, you have direct financial benefits. You can take home **INR 3,00,000** uncapped on an average based on your success. Please refer to the below points for more details.

- All incentives are paid out on the 15th of every month on a prorated basis.
- Employees who are, or could be, terminated for not meeting performance standards or violating the business policy are not eligible for any portion of the incentive. This includes, but is not as limited to, employees who are, or could be, terminated for poor performance, the disclosure of confidential information, violation of the duty of loyalty, violation of business policy, off-duty misconduct that affects the operation of the business, or any other misconduct. Loss of variable pay/incentive can be part of termination or disciplinary decision.
- The incentive plan kick starts from the time you achieve 60% of your targets.
- If you perform very well, your incentives will reflect that as well. There is no upper limit on the incentives that you can get. If you have 5 lakhs target but you overachieve you will be incentivized accordingly

SKILL LYNC

EpowerX Learning Technologies Pvt. Ltd.
Door No: 129 B, 2nd and 3rd Floor, Valmiki Nagar, East Coast Road,
Thiruvanmiyur, Chennai – 600041

Annexure Documents Required

1. PAN Card
2. Aadhar Card
3. Address Proof - Soft Copy of the Passport / Driving License / Voter ID
4. Softcopies of Academic Qualification records – UG & PG
5. X & XII mark sheets
6. Previous Employment Proofs (Softcopies):
7. Appointment letter, Relieving or Acceptance of Resignation letter, Recent payslips – 3 months
8. One Passport size recent photograph - Soft copy
9. One casual front-facing photograph - Soft copy

We are excited about the possibility of you starting your Skill-Lync career in this position. Please indicate your acceptance of our employment offer by e-signing this letter in the space provided below.

This offer, if not accepted, will expire at the close of business on April 17, 2022.

Sincerely,

Received and accepted

R. Anil

S. Manu

Ranjitha R

Sapavath Nagamani








Offer from Skill-Lync

Final Audit Report

2022-04-15

Created:	2022-04-15
By:	Shruthi Elangovan (shruthi.elangovan@skill-lync.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqTelLFW_me4p5YJDfDXCXRpqZ0PhGC05

"Offer from Skill-Lync" History

-  Document created by Shruthi Elangovan (shruthi.elangovan@skill-lync.com)
2022-04-15 - 6:21:57 AM GMT
-  Document emailed to Ranjitha R (ranjitha@skill-lync.com) for signature
2022-04-15 - 6:22:01 AM GMT
-  Document e-signed by Ranjitha R (ranjitha@skill-lync.com)
Signature Date: 2022-04-15 - 6:26:26 AM GMT - Time Source: server
-  Document emailed to Sapavath Nagamani (nagamanisapavath123@gmail.com) for signature
2022-04-15 - 6:26:28 AM GMT
-  Email viewed by Sapavath Nagamani (nagamanisapavath123@gmail.com)
2022-04-15 - 6:26:32 AM GMT
-  Document e-signed by Sapavath Nagamani (nagamanisapavath123@gmail.com)
E-signature hosted by Shruthi Elangovan (shruthi.elangovan@skill-lync.com)
Signature Date: 2022-04-15 - 12:03:05 PM GMT - Time Source: server
-  Agreement completed.
2022-04-15 - 12:03:05 PM GMT

REGARDING JOINING - FACULTY BYJU'S Inbox ☆

S sakshi naithani
to
Sep 2 Details

Hi,
I will be contacting you today. Kindly Available.

Best Regards,
Sakshi
Recruitment Associate
E - Sakshi.naithani@byjus.com



Please consider the environment before printing this mail

The information contained in this e-mail is private & confidential and may also be legally privileged. If you are not the intended recipient of this mail, please notify us, preferably by e-mail; and do not read, copy or disclose the contents of this message to anyone. Whilst we have taken reasonable precautions to ensure that any attachment to this e-mail has been swept for viruses, e-mail communications cannot be guaranteed to be secure or error free, as information can be corrupted, intercepted, lost or contain viruses. We do not accept liability for such matter or their consequences

Safwan Ali
to sakshi
Sep 2 Details

Good evening ma'am,

Yes I am available, please note my alternate contact number which is 8328258087. However I would also like to add that my few left over exams which had got postponed are going on at the moment but I will be done by 10th October 2022 and I'm eagerly looking forward to join Byjus for the role I've been selected as Academic Specialist. I am also looking forward to having a conversation with you regarding the same on call ma'am.

Thanks and Regards,
Mir Safwan Ali
8328258087

S sakshi naithani
to me
Sep 2 Details

Thanks for the update.

Best Regards,
Sakshi
Recruitment Associate
E - Sakshi.naithani@byjus.com





21/1/2022
Hyderabad, Telangana

Podishetti Pranay Kumar
8309375540
pranaykumarpodishetti4@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Podishetti Pranay Kumar ,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

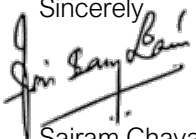
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Podishetti Pranay Kumar , accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Podishetti Pranay Kumar

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Balaji Singh
8464070890
balajisingh182001@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Balaji Singh,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

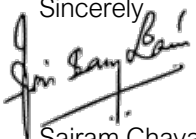
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Balaji Singh, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Balaji Singh

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Habeeb Talha Shahan
9381965070
shahan.champ@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Habeeb Talha Shahan,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

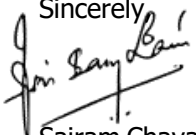
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, Habeeb Talha Shahan, accept the offer of employment with TuringMinds based on the terms described in the offerletter.

Sign: _____

Date: _____

Full Name: Habeeb Talha Shahan

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Mohammed Abdul Aziz
9948860574
aazizabdul11@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mohammed Abdul Aziz,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mohammed Abdul Aziz, accept the offer of employment with TuringMinds based on the terms described in the offerletter.

Sign: _____

Full Name: Mohammed Abdul
Aziz

Date: _____

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
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Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Abdul Naseer
7661955036
abdulnaseer2513@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Abdul Naseer,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

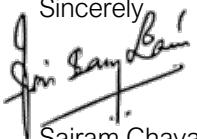
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely


Sairam Chavali
Associate Director – Human Resources

I, Abdul Naseer, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Abdul Naseer

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	Yearly
		Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Mohammed Amaanuddin
8978654941
mdamaanuddin012@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mohammed Amaanuddin,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Mohammed Amaanuddin, accept the offer of employment with TuringMinds based on the terms described in the offerletter.

Sign: _____

Date: _____

Full Name: Mohammed
Amanuddin

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

21/1/2022
Hyderabad, Telangana

Syed M Asif
9515642623
syedasif0804@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Syed M Asif,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

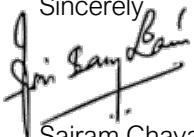
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 620,000 (Six Lakh Twenty Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

**Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032**

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely



Sairam Chavali
Associate Director – Human Resources

I, Syed M Asif, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: Syed M Asif

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

T. Vaishnavi
8790346123
vaaishh@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear T. Vaishnavi,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

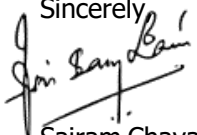
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, T.Vaishnavi, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____

Date: _____

Full Name: T.Vaishnavi

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

Vennam Kotesch
7680839857
koteschvennam123@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Vennam Kotesch,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Vennam Kotesch, accept the offer of employment with TuringMinds based on the terms described in the offerletter.

Sign: _____

Date: _____

Full Name: Vennam .Kotesch

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	500,000	41,667
Service Agreement Reimbursement	120,000	10,000
Gross Emoluments (in INR)	620,000	51,667

The above remuneration is subject to Income Tax and Other statutory deductions.

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
 - ii. Write all 35 Tests
 - iii. Complete 7 Projects
 - iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
- b. Certificate in proof of your Date of Birth
- e. Three passport size photographs
- f. Copy of PAN Card
- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



21/1/2022
Hyderabad, Telangana

V. Shiva prasad
8328315631
chintushiva0008@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear V.Shiva prasad,

Congratulations! You have been selected as "Data Scientist" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,000 per month.

During the training period, you must fulfill the following conditions

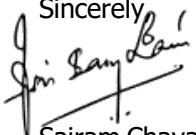
1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of INR 620,000 (Six Lakh Twenty Thousand Only). The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 26/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely,


Sairam Chavali
Associate Director – Human Resources

I, V.Shiva prasad, accept the offer of employment with TuringMinds based on the terms described in the offerletter.

Sign: _____

Date: _____

Full Name: V.Shiva prasad

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500000	
	Salary Head	
	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
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TERMS AND CONDITIONS

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1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
 - i. Maintain a 90% attendance in the classes
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 - iii. Complete 7 Projects
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Employment on completion of the Training

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4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TuringMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

- a. Certificates in proof of your educational qualifications
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- g. Copy of passport and
- h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

DOC: - SA/TA/Hyd/2022/3287

Date: -1/4/2022

Dear T.Vaishnavi

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training. Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3305

Date: -1/4/2022

Dear John Nireekshan Kodamala

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3280

Date: -1/4/2022

Dear Mohammed Saifullah

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

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2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3286

Date: -1/4/2022

Dear Syed Moinuddin

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

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3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3295

Date: -1/4/2022

Dear Akhila Akula

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training. Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well. On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

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2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3298

Date: -1/4/2022

Dear Syed Usaid Ismaeel

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3233

Date: -1/4/2022

Dear Kulsum Mohammed

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training. Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3288

Date: -1/4/2022

Dear Syed M Asif

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3306

Date: -1/4/2022

Dear Syed Hamed Ali

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3233

Date: -1/4/2022

Dear Mohd Muzammil Ahmed

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

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4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3271

Date: -1/4/2022

Dear Nissankala Satya Sri Vishnu Charan

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad..** However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10th,12th and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3296

Date: -1/4/2022

Dear K. Ramya

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad..** During the training period you are neither paid nor charged anything.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3300

Date: -1/4/2022

Dear Mohammed Atif Ali

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODJ Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3282

Date: -1/4/2022

Dear Mir Safwan Ali

Subject: -Conditional LOI

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence on **22nd Aug 2022** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2022.04.01

Manish Modi
Manager Recruitment

DOC: - SA/TA/Hyd/2022/3310

Date: -1/4/2022

Dear Mohammed Waheedulla Bilal

Subject: -Conditional LOI

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**., During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MOJ Date:
2022.04.01

Manish Modi
Manager Recruitment



Offer: Computer Consultancy
Ref: TCSL/DT20218196780/Hyderabad
Date: 14/11/2021

Ms. Ramya Kattekola
1-118/11/ARaghavendra Nagar,
Aurora College,
Hyderabad-500039,
Telangana.
Tel# -

Dear Ramya Kattekola,

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 **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218196780

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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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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. 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 TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

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

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

Loans

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

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

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

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, 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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

*There is no criminal offence registered/pending against you

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

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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



- 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	Ramya Kattekola
Designation	Assistant System Engineer-Trainee
Institute Name	Methodist College Of Engineering And Technology

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
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Offer: Computer Consultancy
Ref: TCSL/DT20218200624/Hyderabad
Date: 14/11/2021

Mr. Shiva Prasad V
2-2-1167/18/B, Tilak Nagar, Amberpet, Hyderabad. Tilak Nagar,
Tilak Nagar, Opp Busstop,
Hyderabad-500044,
Telangana.
Tel# 91-9989232874

Dear Shiva Prasad 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 **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TCS Confidential
TCSL/DT20218200624

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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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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. 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 TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

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

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

Loans

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

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.



3. Training Period

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

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, 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. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

16. Retirement

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

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

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

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

*There is no criminal offence registered/pending against you

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

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)

*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

*Passport

*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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



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	Shiva Prasad V
Designation	Assistant System Engineer-Trainee
Institute Name	Methodist College Of Engineering And Technology

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
Xplore/ Learning Incentive****		Upto 60,000

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

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

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

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

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

**OFFER LETTER
Private & Confidential**

April 28, 2022
Ms. Divya Kumari Akula

H.No: 1-1, mahadevnipeta(village),
Bijjinapally(mandal)
Nagarkurnool (dist) 509203

We are pleased to offer you an employment opportunity as **Data Researcher I at S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: May 23, 2022

Your total earnings (Cost to company) is **Rs.417,600.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of May 23, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the induction and on-boarding process. In the current remote working environment, this will include you being physically present at the address provided by you during the on-boarding process with the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance

I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd**. Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Divya Kumari Akula

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated April 28, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment (“Terms of Employment”), during your employment with the Company.

1. Employment period and nature of employment:

Your appointment is effective from May 23, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be “at will” and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. Company policies:

In addition to these Terms of Employment, you shall abide by the Company’s terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together “Policies”) and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. Work location:

Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. Working Hours:

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. Notice period and Termination:

Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information (“Personal Information”). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, “Reasonable security practices and procedures” under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company’s discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company’s property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company’s ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration.

**ANNEXURE-II
Compensation Details**

Name Divya Kumari Akula
Designation Data Researcher I
Segment S&P Global Market Intelligence

<u>A. Earnings</u>	Monthly (Rs.)	Annual (Rs.)
(i) Basic Salary 45% of Base Salary	13,500.00	162,000.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	16,500.00	198,000.00

BASE SALARY	30,000.00	360,000.00
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B. Retirement Benefits

(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,800.00	21,600.00
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C. Additional Earnings

(i) Variable Pay Target 10% Semi-Annual		36,000.00
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TOTAL EARNINGS (A+B+C)	31,800.00	417,600.00
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For S&P Capital IQ (India) Pvt. Ltd



Authorized Signatory

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.
- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.
- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.
- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.
- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
 - i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
 - ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
 - iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.
- **Commissioning Mothers/Surrogacy:** “Commissioning Mother” means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.
- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.
- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.

ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.
2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.
3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.
 - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
 - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
 - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.
4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10% of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."
5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.
6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.
7. All tax liabilities arising out of the compensation shall be borne by the employee.
8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.
9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.



Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20206308647/Hyderabad/BPS/BTN
Date: 13/02/2021

Ms. Keerthi Nidunam
6-1-363, Raghava Delux Appartments-402
New Bhoiguda
Bhoiguda Petrol Bunk
Hyderabad-500003
Telangana
Tel# 91-7337236644

Dear Ms. Keerthi Nidunam,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **13,000/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



OTHER BENEFITS

1. Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.

b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.

c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail. For further details, please refer to the policy document

2. Professional Memberships:

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

3. Social Security - Employees' State Insurance:

The company will contribute 4.75% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. Compensation Benefits under ESI Act / Employees' Compensation Act:

Till you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of Traineeship, from Employees' State Insurance Corporation.

When you will be out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of Traineeship as per the Employee Compensation Act (Amendment Act of 2017) or the benefits under the Company's Group Term Life Insurance scheme / Personal accident insurance scheme as the case may be, whichever is more beneficial. For more details on this, refer TCS India policy - Group Life Insurance and TCS India policy - Health Insurance.

5. Night Shift Stipend:

Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.



6. **Process Specific Stipend:**

Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. **Traineeship Pre-requisites**

Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

2. **Traineeship Period:**

During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. **Hours of Training:**

You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. **Leave:**

You will be entitled for leaves as per the company's policy.

5. **Transport:**

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. **Alternative Occupation / Traineeship:**

During the period of your traineeship at TCSL, you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written



permission of the company.

7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. TATA Code of Conduct:

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

9. Notice Period:

You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

10. Medical Test:

You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute's photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and further employment(if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.

Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

11. Background Check:

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

12. Submission of Documents:

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

- Standard X and XII Mark sheets equivalent
 - Degree certificate and mark sheets for all semesters
 - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
 - Birth Certificate / Proof of Age
 - Passport
 - 6 photographs - passport size
 - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.



13. Initial Learning Programme (ILP)

On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

14. Letter of Appointment

You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

15. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

16. Terms and conditions:

The above terms and conditions of traineeship are specific to your traineeship period in India.

17. Rules and Regulations of the Company:

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

18. Compliance to all clauses:

You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle TCSL in withdrawing this letter of traineeship at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL .

We look forward to having you in our global team.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

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: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms



ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20206308647/Hyderabad/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by



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 Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that Associate shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

a) use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

6. Security policies and Guidelines.

6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,



acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat



thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

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 any claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality, Data and IP Protection Terms along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCS HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____ .

I hereby accept this Offer and intend to join service on _____ .

Name:

Address:

Signature:

Date:



Offer: Computer Consultancy
Ref: TCSL/DT20184463294/Hyderabad
Date: 26/07/2019

Ms. Rachel Shirin Padibandla
Flat No.202,Art Plaza AptsBoggulakunta,
Abids,
Hyderabad-500001,
Telangana.
Tel# -

Dear Rachel Shirin Padibandla,

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/DT20184463294

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



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

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TCSL/DT20184463294

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



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	Rachel Shirin Padibandla
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

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

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

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

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

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Retainer/Consultant and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Retainer/Consultant in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of Retainer/Consultant-ship, the Retainer/Consultant agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

The Retainer/Consultant agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and the Retainer/Consultant hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests the Retainer/Consultant may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. The Retainer/Consultant further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

The Retainer/Consultant expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by the Retainer/Consultant or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay 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.



Miss Prasanna Donthi
5-8-105/b Gadwal Rani compound, beside kamat hotel lane, opp to Rama Hospita abids Nampally

Hyderabad
Telangana
India

Dear Prasanna Donthi,

Thank you for your keen interest in VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India. Subsequent to our discussions with you, we are delighted to extend you an offer to join Virtusa. We believe you can play an important role in our rapid growth and success, and look forward to welcoming you to the Virtusa family.

At the time of Joining, the following will be applicable

1. Job : Analyst-KPO
2. Tier : Tier 4

Your date of joining would be on **March 28, 2022**.

You will be based at Virtusa's **Hyderabad** office. You will be on probation from your date of joining for a period of six months. You will continue to do so until the company confirms your services, in writing, based on your conduct and performance during this period meeting the standards of the Company. You would need to serve a notice period of 15 days during Probation and Two months on or after confirmation, in occasion of resignation from the services.

Your Total Remuneration will be **₹211,473.00/- per annum** as per *Annexure-I*.

Upon joining you shall be signing the 'Employment Terms and Conditions' document and the 'Employee Non-Disclosure Agreement' with us in this regard.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the Offer, and return it to the undersigned on or before **March 28, 2022**.

Please note that the offer is valid subject to successful completion of your Background Verification.

Sincerely
for VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India,

I hereby accept employment on the terms set forth
in this Letter as of this _____ day of _____

Sundararajan Narayanan
Chief People Officer and Global Head of HR
VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India

Prasanna Donthi

ANNEXURE-I

COMPENSATION & BENEFITS STRUCTURE		
NAME : Prasanna Donthi		
DESIGNATION : Analyst-KPO		
TIER : Tier 4		
	Per Month (in ₹)	Per Annum (in ₹)
Base Components (A)		
Basic	10,500.00	126,000.00
HRA	1,667.00	20,000.00
Basket of Allowances (B)		
Special Allowance	1,517.00	18,206.00
Bonus**	1,500.00	18,000.00
Retirement Benefits (C)		
PF - Company's Contribution	1,442.00	17,305.00
Gratuity **	505.00	6,061.00
ESIC Company Contribution	492	5,901.00
Cost to the Company (A + B + C)	17,623.00	211,473.00
**Gratuity is contributed by the Company and is payable as per the Gratuity Act published by Govt. of India		
**Bonus amount includes bonus payable under per the Payment of Bonus Act, 1965		

for VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India,

Sincerely,



Sundararajan Narayanan
Chief People Officer and Global Head of HR
VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India

Prasanna Donthi

ANNEXURE-II**SUMMARY OF BENEFITS**

You would be entitled for the below given benefits

Health Insurance:

The Company will insure you and your 5 dependents for hospitalization as per the policy for an amount as below grid. Details would be made available on joining.
 (Dependents details: Self + Spouse + 2 Dependent Children + 2 Parents or 2 Parent in-laws)

Tier	Amount
Tier 0	500000
Tier 1	300000
Tier 2 - Tier 4	200000

Group Term Life Insurance Policy (GTL) & Group Personnel Accident Coverage (GPA):

The Company will insure you for 1 time of the CTC with a minimum Cover of INR 10 Lakhs. The Policy is applicable to associates posted in India or on Virtusa India rolls.
 (CTC for GTL & GPA coverage = Base Components (A) + Basket of Allowances (B))

Maternity Benefit:

The company is also committed to extending the appropriate benefits to the female employees as per the Maternity Benefit (Amendment) Act, 2017.

Marriage Gift:

All Employees getting married during their tenure at the Company are entitled to a gift voucher worth ₹ 10,000/- as a gesture of goodwill. Details would be made available on joining.

Relocation

The Company has a relocation policy in place for candidates who join from Outstation.

Relocation Expense will be reimbursed only on production of Way Bill and the Supporting Documents.

If you decide to leave the services of the Company, within one year of joining, due to any reason, you will have to repay the total expenses incurred on account of your relocation.

Please confirm with the undersigned on your eligibility for relocation.

for VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India,

Sincerely,



Sundararajan Narayanan
Chief People Officer and Global Head of HR
VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India

Prasanna Donthi

All Benefits are subject to revision at the discretion of Management from time to time.

EMPLOYMENT AGREEMENT

Miss Prasanna Donthi
 5-8-105/b Gadwal Rani compound, beside kamat hotel lane, opp to Rama Hospita abids Nampally
 Hyderabad
 Telangana,
 India

This Agreement is intended to formalize in writing certain understandings and procedures that will be in effect during your (Employee) employment with **VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India.**, at Unit 203, 2nd Floor, Dosti Pinnacle, Plot No. E-7, Road No 22, Wagle Industries Estate, Thane (West) -400604, INDIA. ("**the Company**") and will remain in effect as a condition of your continued employment with the Company, its parent, subsidiaries, affiliates, successors or assigns.

In consideration of the appointment of the Employee with the Company and acceptance of the Offer Letter of the Company, the Employee has agreed and come forward to execute this Agreement and accept the terms and conditions of employment more fully laid out herein

Now it is hereby agreed between the parties as under:

The Terms and Conditions shall form the basis of a mutual relationship along with the Offer Letter and the Non-Disclosure Agreement, which the Company feels confident, will be mutually beneficial and long lasting

1. Designation and Employment

The designation of the Employee shall be "**Analyst-KPO**" with effect from his / her date of joining (as specified in the Offer Letter being the Effective Date).

The Employee shall be required to submit certified true copy of the following documents, to the Human Resources Department at the time of reporting on the Effective Date prior to the commencement of the employment with the Company:

- (a) School leaving certificates;
- (b) Marks cards;
- (c) Degree certificates etc.,
- (d) Latest payment/salary slip issued by the preceding employer (if any) along with relieving letter and a declaration (format to be furnished by the Company) to the effect that the same is true and correct;
- (e) Such other documents as required by the Human Resources Department.

Provided that the submission of the above documents shall be a pre-condition for the commencement and continuation of the Employment.

2. Commencement of Employment

The commencement of the employment of the Employee with the Company shall be from **March 28, 2022** and shall continue unless terminated earlier in accordance with the terms of this Agreement. The initial appointment and location of employment shall be at the location notified in writing by the appropriate Human Resource Executive on the Effective Date and in the absence of any such notification, the Employee shall be deemed to be obligated to report at the registered office of the Company at Unit 203, 2nd Floor, Dosti Pinnacle, Plot No. E-7, Road No 22, Wagle Industries Estate, Thane (West) –400604, INDIA. Although, the Employee's initial place of work is at **Hyderabad**, INDIA, during the course of the employment with the Company, the Employee can be considered for employment at other Technology centers of the Company within India / Abroad. Decisions for such transfers, which may be for short duration or of a permanent nature will depend on the Employee's suitability for the intended task and would be at the sole discretion of the Management.

3. Probation Period: The Employee's services will be on probation for an initial period of six (6) months from his / her date of reporting and joining the Company, which may be extended by another six (6) months at the sole discretion of the Management. At the conclusion of the initial probation period or the extended period as the case may be, the Company will have the absolute right and discretion to confirm the employment of the employee in the Company based upon his/her performance during the probation period. The Company may, in its discretion, in appropriate cases waive the probation period in part or in full depending on the performance of the Employee. You would need to serve a notice period of 15 days during Probation and Two months on or after confirmation, in occasion of resignation from the services.

4. Remuneration: In lieu of the service rendered, the Employee shall be entitled to a monthly remuneration as described in the Offer Letter. The said remuneration is for the entire work that is done by the Employee as per the Duties laid down in **para 7** of this Agreement. It should be clear to the Employee that there are no other commitments made by the Company.

5. Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to IE the Company, before the completion of 14 months from the date of joining the Company, the Service Agreement amount of INR 75,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, at its sole discretion, elect to terminate your employment.

6. Expense Reimbursement: All expenses incurred by the Employee on behalf of the Company as authorized, in connection with the duties under this Agreement, shall be reimbursed to you at actuals / as per the eligibility indicated in the policy, and on upon presenting supporting vouchers/documents. Provided that the expenses to be incurred and to be eligible for reimbursement shall as per the accounting policies of the Company laid down by the Company from time to time.

7. Service Rules and Regulations: During the Employment with the Company, all the full time Employees' will be governed by the Service rules, regulations, policies and procedures of the Company in force or as introduced or amended from time to time. The Employees' will also be governed by the Company's policies and rules regarding Leave, Provident fund, Bonus and ESI/Medical Reimbursement, Leave Travel Assistance, Misconduct, Indiscipline or/and other matters. The company is also committed to extending the appropriate benefits to the female employees as per the Maternity Benefit (Amendment) Act, 2017. Further, the Employee during the Employment period shall perform his/her duties with honesty, diligence, orderliness, obedience and faithfulness towards the Company.

8. Duties**a) Specific Duties:**

In view of the appointment of the Employment with the Company in the designation mentioned hereinabove, the Employee is hereby expected to undertake and discharge the functions and duties as to be intimated to the Employee from time to time.

b) General duties:

The Employee shall during the continuance of his/ her employment

- i. During normal business hours, and at other times as may be necessary for the due performance of his/her duties, diligently and efficiently devote his/her entire time, skill and attention to the business of the Company;
- ii. Perform the duties appropriate to his/her employment and expressly or implied given to him/her by the Board on such terms and subject to such restrictions as it may impose, and comply with its instructions;
- iii. The Employee shall be required to maintain records and documentation, either in writing or electronic format, and submit such documentation/records to the designated authority of the Company, on a weekly basis or as and when necessary, all technical data, processes, formulae, technology, designs, drawings, engineering, hardware configuration information, software programming information, improvements, etc., made, conceived or developed by the employee, either alone or jointly with others, in the course of employment with the Company, whether within the Company's premises or elsewhere, and whether within business hours or otherwise, regardless of whether such information constitutes invention.
- iv. The omission in any of the duties hereinabove or breach of the above clause shall be construed to be a material breach of this Agreement.

9. Other Employment: The Employee shall not, during the term of employment with the Company, directly or indirectly, be concerned with, engaged with or commence, any other business, trade or profession, irrespective of whether or not the Employee's involvement is gratuitous or takes place outside his working hours. The expression "concerned with or engaged in" shall without limitation mean whether as an employee, advisor, partner, consultant, contractor, sub-contractor, proprietor, director, shareholder or otherwise. You shall not engage, whether directly or indirectly, in any other employment, occupation, consulting or other business activity directly or indirectly 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 and a breach under this clause shall be construed to be a material breach of this Agreement

PROVIDED THAT the Employee may own beneficially any units of any authorized unit trust or mutual funds and shares or securities listed on a recognized stock exchange which when aggregated with shares or securities beneficially owned by your parents, spouse, children and step-children, total no more than five per cent of any single class of shares or securities in any company, which is engaged in a business similar to or conflicting with the Company. PROVIDED FURTHER THAT all such holdings shall be disclosed by you in writing to the Company on the first day of each calendar quarter.

Subject to any regulations from time to time issued by the Company which may apply to you, you shall not receive or obtain directly or indirectly any discount, rebate, commission or other inducement in respect of any sale or purchase of any goods or services effected or other business transacted (whether or not by you) by or on behalf of the Company or an associated company and if you (or any firm or company in which you are directly or indirectly engaged, concerned or interested) shall obtain any such discount, rebate, commission or inducement, you shall immediately account to the Company for the amount received by you or the amount received by such firm or company.

10. Inventions and Intellectual Property

a) Definitions

For the purposes of this Agreement, the Employee agrees that, all Intellectual Property includes information of a technical and business nature such as ideas, discoveries, inventions, improvements, trade secrets, know how, machines, Software Development processes, product designs, formulae, writings and other works of authorship, thesis, books, computer programs, lectures, illustrations, photographs, marketing plans, business methods and the like, which relate in any manner to the actual or anticipated business of the Company, its parent, affiliates or subsidiaries or clients or relate to its actual or anticipated areas of research and development.

Invention means any invention capable of being patented in India and / or any other jurisdiction.

b) Disclosure

The Employee shall disclose promptly to the Company all Intellectual Property, which during the term of employment you may conceive, make, develop or work on, in whole or in part, solely or jointly with others and make and maintain adequate and current records thereof.

c) Assignment of Inventions

In case of all Inventions which during the term of the employment the Employee may conceive, make, develop or work on, in whole or in part, solely or jointly with others, whether made within or out of the usual working hours or upon the premises of the Company or elsewhere, shall be works for hire and shall execute, acknowledge make and deliver to the Company any and all instruments at any time, either during the term of employment or subsequently, which in the judgement of the Company may be necessary or desirable to vest in or secure for or maintain for the benefit of the Company adequate patent and other property rights in all jurisdictions with respect to any Invention including (i) patent applications (ii) any other applications for securing, protecting or registering any property rights relating to such Inventions and (iii) powers of attorney, assignments, oaths or affirmations, supplemental oaths and sworn statements; and further agree to assist the Company as required to draft such instruments, to obtain and to enforce such rights.

d) Ownership and Assignment of other Intellectual Property Rights

In addition to the Agreement of Assignment of Proprietary Information, the employee does hereby assign, transfer and convey to the Company the entire right, title and interest in any and all Intellectual Property and Inventions which during the term of your employment may be conceived, made, developed or worked on, in whole or in part solely or jointly with others, whether made within or out of the usual working hours or upon the premises of the Company or elsewhere. The Employee shall execute, acknowledge, make and/or deliver to the Company any and all further instruments which in the judgement of the Company may be necessary or desirable to vest in or secure for or maintain for the benefit of the Company adequate rights in such Intellectual Property in India, and all foreign countries; and further agree to assist the Company as required to draft such instruments, to obtain and to enforce such rights.

e) Post – Employment Inventions

For the avoidance of doubt and uncertainty, any Intellectual Property made or developed by the Employee within one year following termination of your employment shall be presumed to have been conceived during your employment and to fall within the provisions of the Agreement, unless you demonstrate that it was conceived after such termination.

11. Returning Company Property

At the time of cessation of employment with the Company, you will deliver to the Company (and will not keep in your possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings blueprints, sketches, materials, equipment, other documents or property, or reproductions of any aforementioned items developed by you pursuant to your employment with the Company or otherwise belonging to the Company, its successors or assigns. In the event of the Employee committing default of the above clause, the Employee shall be liable to indemnify the Company for any losses or charges or loss of profits or business that may arise on account of the breach of the above clause.

12. Notification

i. Of New Employer

In the event that you leave the employment of the Company, you shall be required to notify the Company details of your new employer and address of appointment.

ii. To New Employer

In the event that you leave the employment of the Company, the Employee does hereby consent to the notification by the Company to your new employer about your rights and obligations under this Agreement.

13. Conflict of Interest Guidelines

The Employee shall diligently adhere to the following guidelines of the Company including to comply with the policy of the Company to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly, the Employee must avoid activities, which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the Company. The following are potentially compromising situations, which must be avoided. Any exceptions must be reported to the Company and written approval for continuation in this regard must be obtained.

- a. Revealing confidential information to outsiders or misusing confidential information. Unauthorized divulging of information is a violation of this policy whether or not for personal gain and whether or not harm to the Company is intended.
- b. Accepting or offering substantial gifts, excessive entertainment, favors or payments, which may be deemed to constitute undue, influence or otherwise be improper or embarrassing to the Company.
- c. Participating in civic or professional organizations that might involve divulging confidential information of the Company.
- d. Initiating or approving any form of personal or social harassment of employees.
- e. Investing or holding outside directorship in suppliers, customers, or competing companies, including financial speculations, where such investment or directorship might influence in any manner a decision or course of action of the Company.
- f. Improperly using or disclosing to the Company any proprietary information or trade secrets of any former or concurrent employer or other person or entity with whom obligations of confidentiality exist.
- g. Unlawfully discussing prices, costs, customers, sales or markets with competing companies or their employees.
- h. Improperly using or authorizing the use of any inventions, which are the subject of, patent claims of any other person or entity.
- i. Engaging in any conduct, which is not in the best interest of the Company.

The Employee shall take every necessary action to ensure compliance with these guidelines and to bring problem areas to the attention of higher management for review. Violations of this conflict of interest policy shall result in the termination of employment under this Agreement, as the breach under this clause shall be construed to be a material breach of this Agreement.

14. Income Tax Liability: The Income Tax Liability with regards to the Employee's salary and perks will be the Employee's liability, and will be governed by the tax laws of the country as applicable from time to time.

15. Communication and Correspondence: Any communication sent to the Employee to his permanent address or any other address as filled / amended in the records by the Employee, or on personal email ID used at time of offer of employment at the time of his joining will stand final and correspondence so sent on behalf of the Company by registered post, will be deemed to have been received by the Employee.

16. Enhancement of professional skills: During the course of the Employment, the Employee may at the instance of the Company pursue & enhance his/her professional skills on software/tools developed by organizations like Microsoft, Oracle, Sun Microsystems, etc. at the discretion of the Company and at the cost of the Company. The Employee agrees that he/she shall complete the said courses within the prescribed time for the said courses or within the extended time as may be allowed by the management. In the event that the Employee is not in a position or is unable to obtain the certifications, the Company shall at its sole discretion may take necessary steps, which shall be in line with its overall business interests or take any action it deems fit in its interest.

17. Professional Ethics: The Employees' are required to deal with the Company's money, material and documents with utmost honesty and professional ethics. If the Employee is found guilty, at any point of time, of moral turpitude or dishonesty in dealing with the Company's money, material or documents or of theft or of misappropriation regardless of the value involved, the Employee's services would be terminated with immediate effect, notwithstanding other Terms and Conditions mentioned in this agreement.

18. Internet and E-mail usage: The Employees' are permitted access to the Internet and Company's e-mail service, which is restricted only for the purpose of business use as per the nature of the job. Misuse of the Internet and Company's e-mail service such as surfing pornographic sites, job seeking, gaming, hacking or attempting to gain access of other Employees' and Company information without authorized permission, being a member of any internet hacking community, using the Company's e-mail for receiving non-technical newsletters / junk mail, broadcasting personal messages to all mail service users, forwarding mail communication to external parties, initiating a direct contact with the Client through mail etc. is prohibited. The Company may at its sole discretion, terminate the said Employment of the Employee with the Company with immediate effect, in the event of it being found that the Employee violates the usage of Internet and e-mail as dictated by the Policies of the Company that exist currently, and may be supplemented and amended from time to time.

19. Code of Conduct: The Employee shall conduct himself / herself in conformity with the code of conduct from time to time. Further, the Employee shall carry out the instructions in letter & spirit, given by the superiors, shall not disobey the instructions given and shall not indulge in any unethical practices which results in loss of productivity or which affect the project deliverables.

20. Information Security Management System (ISMS): The Company has certain mandatory training programs to ensure that the employees and Company meets its audit, regulatory and Client requirements. You are required to successfully complete such mandatory trainings from time to time and these include Code of Conduct, Foreign Corrupt Practices Act ("FCPA"), SecurityFirst Certification and Anti-harassment, to name a few. Each new employee is required to read and understand the training material(s) of the Company and complete all mandatory certifications within the timeframe set forth by the company.

21. Your appointment with the Company is solely based upon the representations made by you, regarding your qualifications and/or experience. Please note that the company will be conducting background/reference/pre-employment checks on the basis of the information provided by you and the representations made by you to the Company. If it is found at any point of time that your representation are incorrect and/or false and/or fraudulent and/or forged, the Company shall, WITHOUT PREJUDICE TO ITS ANY OTHER RIGHTS, take all appropriate disciplinary action as per Company policies and as permitted by applicable law against the employee.

22. By accepting the offer made by the Company, you also irrevocably consent to the Company (or the Client, as the case may be) to initiate and perform all necessary background/reference/pre-employment checks as may be required in and during the course of your employment, either by Company, Client (as the case may be) or through any third party authorized by the Company or Client in this regard.

23. Smoking & Drinking: The Company owes and assures a smoke and alcohol free environment for its Employees. The entire office premises including conference rooms, lobbies/washrooms are declared as "Non-Smoking Zones" & "Alcohol Free Zones".

24. Destroying Papers & Materials: Any official communication, which includes electronic data in any form, and e-mails, which is confidential in nature, shall be destroyed appropriately after the purpose is served, with the knowledge and consent of the immediate superior of the employee to whom such employee is reporting. A record of such destroyed official communication shall be maintained in the register maintained for the purpose, the entry in which shall be signed by the employee and counter signed by his immediate superior.

25. Safe Custody of Company Material: The Employee will be responsible for the safe keeping and good condition and order of all the Companies property entrusted to his/ her care and charge. The Company reserves the right to deduct the cost of such articles from the Employees dues, or take such action as may be deemed proper, in the event of failure or damage to account for such property, to the Company's satisfaction.

26. Performance: The Employee shall at all times perform to the best of his/ her abilities and achieve the performance levels as laid down by the Company. The Company may at its sole discretion, interrupt or terminate the said Employment, without thereby incurring any liability to the Employee in the event of adverse reports regarding the progress of his/ her training or his / her work performance (based on the reports emanating from his/ her seniors at regular intervals) or his / her health.

27. Employee Non-Disclosure Agreement: The Employee shall have access to various proprietary and confidential information during the course of employment with the Company. Accordingly, the Employee shall be required to execute a Non-Disclosure Agreement in a format to be provided by the Company and it shall form part & parcel of these terms & Conditions and Offer Letter.

28. Confidentiality of Salary Information: The Employee's salary package is based on, besides his/her overall experience level in the IT Industry, educational qualifications and the experience and knowledge level assessed at the time of selection, particularly in the skill sets relevant. Therefore, the salary package offered to the Employee is specific and very personal to the Employee. Any comparison of the same with the salary packages of other Employees, based purely on the total experience level in the IT Industry or by any other benchmarks, may be unrealistic, and misleading. The Employee is required to strictly maintain the secrecy of and ensure that he / she does not divulge or communicate in any manner, any information regarding his/her remuneration, to any other Employee of the Company except to their Immediate Superior / Head of the HR Dept. of the Company. Similarly, when deputed to work / interact at the client's site, the Employee is expected to maintain full confidentiality regarding his/her salary package. The Employee is expected not to discuss or disclose the same to any member of the client staff, in the interest of maintaining and promoting good ethical functional business relations with our clients.

29. Deputation: While remaining permanently employed at **Hyderabad** the Employee may be deputed to work at any one of the other centers of the Company, varying for a period of six months or above in a year, as and when considered necessary, solely at the discretion of the Management. Depending upon the Employee's suitability, he/she may be deputed from time to time to work at the Company's foreign Collaborators site/ parent Company's site or any of their clients at the client sites, whether in USA or elsewhere. While being posted elsewhere as per the terms of this clause the Employee may be required to execute additional agreements as described by the respective Company at the time of posting. However the Employee shall be paid by the Company in accordance with the living standards of the place of transfer and the decision of the Company in this regard will be treated as final.

30. The Company has certain committed and long-standing business clients who may, based on business and continuance require the services of the employee in their organization. In such circumstances, the Company has the absolute right to transfer the employment of the employee as a full time employee of such client at existing terms and conditions. That under no circumstances such terms and conditions of the employment shall be prejudicial to the employee as compared to the terms and conditions of employment with the Company. However, in the event the employee becomes eligible under a stock option plan of the Company during the period of his/her employment with the Company, all options vested with the employee under such plan but not exercised by the employee at the time of his/her transfer of the employment as full time employee to any client company shall lapse and the Company shall not be liable for any loss/ compensation on this account.

31. Termination of Employment:

- a. The Employment of the employee and the terms of this Agreement with the Company may be terminated by the Company by giving **60 (Sixty)** days written notice (notice period) or **60 (Sixty)** days gross salary in lieu of such notice period to you.

b. Provided that the employment of the Employee may be terminated without notice or payment in lieu of notice in the event of a breach by the Employee of the terms of this Agreement.

c. The Employee shall have a right to terminate the employment with the Company or this Agreement by giving **60 days'** notice or paying **60 days** of basic salary in lieu of such written notice.

d. For the purposes of this clause:

1. Date of Resignation would be taken as the date in the e-mail / formal resignation letter that is submitted by the Employee and should be signed off as accepted, by the Immediate Reporting Manager, BU Leader / HR Leader.

2. In case the Employee intends to terminate his employment in the Company as stated to in clause 27(c), the Company will have the sole option / right to waive the notice period requirement. Waiver of Notice Period will be at the sole discretion of the Company to be given in writing by the Company.

3. Waiver of Notice Period will not be granted for any Employee, as a rule. The Employer can refuse the Employee's offer of the payment of three months basic salary in lieu of the notice period / request of the accumulated leaves to be adjusted against the notice period. The employee will be entitled to receive complete salary, as per current compensation structure, for the notice period saved.

4. The Employer (BU Leader & HR Leader) has the discretion to release the Employee **earlier than the actual notice period** provided the Employee has completed the transition, pending tasks & deliverables as dictated by the Project assignment. Leaves that the Employee may have accumulated during the period of service may be adjusted against the notice period at the Reporting Manager / HR's discretion.

5. Depending on the pendency / exigencies of work entrusted to the Employee, the Employer has the discretion to ask the Employee to stay compulsorily from the date of the Resignation limited to a period of **60 days**, to effectively replace the services of the Employee or the completion of the duties entrusted to the Employee to the sole satisfaction of the company.

e. Notwithstanding the above and without prejudice to any other rights that the Company may have against the Employee under this agreement or under any other applicable law for the time being in force or otherwise, in the event that you leave the Company within a period of 12 months from the date of commencement of your employment, you shall reimburse to the Company the following:

1. All amounts paid to you by the Company, other than your salary, including without limitation, any signing bonus, recruitment fee, relocation expenses, etc, and

2. All expenses incurred by the Company in connection with any training rendered to you, whether in India or abroad;

3. All expenses incurred by the Company in connection with your employment and termination including attorney's fees.

4. All fees, charges and expenses incurred on account of your training or continuing education incurred by the Company during the period of your employment with the Company.

5. A monetary compensation in terms of the damages suffered by the Company by virtue of loss of your services to the Company.

32. Absenteeism without Notice: Associates are expected to follow the company's working hours and holiday and client's working hours and holidays while on deputation to client's site in India/onsite. In the event of the Employee's unreported absence for more than five days or unreported deviation from assigned and accepted schedule for more than five days from the services of the Company without written permission from the concerned Manager or without intimation to the concerned Manager, it would be assumed that the Employee has voluntarily abandoned services of the Company and the Company has the sole discretion to terminate / continue with the Employee's services.

33. Non - Solicitation & Competition

The Employee shall not during the term of employment with the Company and for a period of 12 months thereafter immediately following the termination of employment with the Company for any reason, whether with or without cause, you shall not either:

a. Directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or join any other employment or undertake any other activity that is of similar nature so as to give any sort of competition to the business of the Company;

b. Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company, either for yourself or for any other person or entity;

c. Join the services or be associated with any former employee of the Company who is undertaking or seeks to undertake any activity competing with the business of the Company or with any of the Company's Clients.

d. A breach under this clause shall be construed to be a material breach of this Agreement

The Employees agree that any dispute in this regard, shall be determined by the Company and hereby agree that the decision of the Company in this regard shall be final and binding on you.

I hereby represent that I am not a party to, or bound by the terms of, any agreement with any previous employer or other party which requires me to (a) refrain from using or disclosing any trade secret or confidential or proprietary information obtained in the course of my employment with the Company or to (b) refrain from competing, directly or indirectly, with the business of such previous employer or any other party. I further represent that my performance of all the terms of this Agreement and as an employee of the Company does not and will not breach any agreement (written or oral) with any third party, including without limitation any agreement to keep in confidence proprietary information, knowledge or data acquired by me in confidence or in trust prior to my employment with the Company, and I will not disclose to the Company or induce the Company to use any confidential or proprietary information or material belonging to any previous employer or others. I have not entered into, and I agree I will not enter into, any such agreement either written or oral in conflict herewith

34. Representations: The Employee warrants, undertakes and confirms to the Company that he/ she are not bound by the terms and conditions of any non-disclosure agreement, confidentiality agreement or any other similar document, deed or writing by whatever name called executed prior to the employment with the Company and the Intellectual Property rights assigned by the Company or any other knowledge or information imparted by the Company is not in breach or violation of any such agreement or contract or the like as aforesaid.

35. Veracity of Information Provided: The Employee has been engaged based on the presumption that the particulars furnished by him/her in the resume or testimonials handed over to the Company are correct. In case the said particulars are found to be incorrect or that they have concealed or withheld some other relevant facts, the Employee's appointment with the Company shall stand terminated/cancelled without any notice. However the Company on its own discretion may reappoint the Employee on fresh terms agreed between them.

36. Legal Advice: It is presumed that the Employee is accepting these Employment Terms and Conditions willingly & after understanding the full implications by seeking proper Legal Advice.

37. Reference: Any reference to the masculine gender will also include the feminine gender and any reference to the singular will also include the plural, wherever applicable.

38. Liquidation: If the Company shall entirely discontinue operation, liquidate and or dissolve no compensation shall be due to the Employee.

39. Dispute Resolution: In case of any dispute arising with reference to these Employment Terms and Conditions, both the parties hereby agree that, it shall be adjudicated by referring the same to a Sole Arbitrator, appointed by the Company. The said Arbitrator shall be an Advocate of repute and standing with the relevant experience. The seat of Arbitration shall be at Hyderabad and The Arbitration & Conciliation Act, 1996, governs the proceedings for Arbitration.

40. Governing Laws: These Employment Terms and Conditions shall be governed and construed in accordance with the laws of India. The invalidity or non-enforceability of any part shall not affect the rest.

41. Severability: If one or more of the provisions in this Agreement is declared void by law, then the remaining provisions of this Agreement in so far as they are enforceable or capable of being enforceable shall continue in full force and effect being applicable to the Agreement.

42. Survival: Subject to clause (34), the provisions of this Agreement shall survive the termination of employment and the assignment of this Agreement by the Company to any successor in interest or other assignee.

43. Waiver: No failure or delay by either of the parties in exercising any right, power or privilege under this Agreement will operate as a waiver thereof. The waiver by either of the parties of a breach of any provision of this Agreement will not operate or be construed as a waiver of any other or subsequent breach.

Sincerely,



Sundararajan Narayanan

Chief People Officer & Global Head Of Human Resources

VIRTUSA SYSTEMS (INDIA) PRIVATE LIMITED, India

Offer electronically accepted by: Donthi, Prasanna
Offer electronically accepted on: Mar 25, 2022 9:53 AM
Offer electronically accepted from: 106.195.67.77