



5.2.1 - Number of placement of outgoing students during the year - 2020-21

NAME OF STUDENT PLACED AND CONTACT DETAILS	PROGRAM GRADUATED FROM	NAME OF THE EMPLOYER WITH CONTACT DETAILS	PAY PACKAGE AT APPOINTMENT
ABDUL KHALIQUE,9700204745	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
M.BINDUKA,9014097118	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
DARMAJI MAMATHA,7095547463	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
PEDDURI SRAVANTHI,9989242997	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
PALANGTHOD NARESH,9666355695	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
KOMERA SAI TEJASVI,8885125874	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
ANIL PRAVEEN KALAL,9951205330	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
AMMAR HUSSAIN,8686217085	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
JAVERIA NIKHAT,9502219950	B.E.-CE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
M M Aziz Farhan Khan 8106876103	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
D. Likitha Rani 8639544896	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Kushboo Tackiar 9100802784	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Sara Jabeen 9182414790	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Aartee Magar 9618388131	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
P. Nitheesha 9908753030	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Narkuda Pooja 9515947060	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Singarapu Sahithi 8340937869	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Sai Rishikesh Chitithoti 9542954400	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Md Mahbub Ullah 9553330378	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Thoorpu Shashank 9063188048	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Mohd Ali Zain 8919965850	B.E.-CSE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
N. Gagan Kumar 9666839420	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	7.00 LPA
Mohammed Abdul Jawad9121771630	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Y. Swetha Reddy 9848588876	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Aartee Magar 9618388131	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Kotha Amitabh 9949404203	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Pulluri Shravani 8686286147	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
K. Nehitha 9959889466	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Pendem Ramya 8919423351	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Divya Navale 8074502516	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Thoorpu Shashank 9063188048	B.E.-CSE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA

K. Nehitha	9959889466	B.E-CSE	NTT DATA SERVICES - MR.PRASHANTH, HR MANAGER - PH: 7022692709	3.36 LPA
Afshan Jabeen	9398664366	B.E-CSE	UHG OPTUM - MS.VARSHINIA, HR MANAGER - PH: 9985379979	5.00 LPA
A. Divya	7093728809	B.E-CSE	PRODAPT SOLUTIONS	3.30 LPA
Avuti Divya	7093728809	B.E-CSE	WIPRO - MS.SADIYA, HR MANAGER - PH: 9154626614	3.60 LPA
Siliveru. Likitha	8639544896	B.E-CSE	WIPRO - MS.SADIYA, HR MANAGER - PH: 9154626614	3.60 LPA
Parsa Shravya	7731902854	B.E-CSE	ACCENTURE - MR.SAM JABA SINGH, HR MANAGER - PH: 9791039795	4.50 LPA
Siliveru. Likitha	8639544896	B.E-CSE	ACCENTURE - MR.SAM JABA SINGH, HR MANAGER - PH: 9791039795	4.50 LPA
A Shireesha	6304449120	B.E-CSE	ACCENTURE - MR.SAM JABA SINGH, HR MANAGER - PH: 9791039795	4.50 LPA
D Likitha Rani		B.E-CSE	ACCENTURE - MR.SAM JABA SINGH, HR MANAGER - PH: 9791039795	4.50 LPA
K Amarnath		B.E-CSE	ACCENTURE - MR.SAM JABA SINGH, HR MANAGER - PH: 9791039795	4.50 LPA
Kotha Amitabh	9949404203	B.E-CSE	HITACHI CONSULTING - MS.SRILATHA, HR MANAGER - PH: 998957224	6.50 LPA
K. Nehitha	9959889466	B.E-CSE	AMAZON - MS.RAKHEE, HR MANAGER - PH: 8886182200	3.30 LPA
Aartee Magar	9618388131	B.E-CSE	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	7.00 LPA
Suryateja Bandaru	8121002899	B.E-CSE	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	7.00 LPA
M M Aziz Farhan Khan	8106876103	B.E-CSE	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	7.00 LPA
S Harshitha	7569144584	B.E-CSE	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	7.00 LPA
Divya Navale	8074502516	B.E-CSE	SUREIFY	9.60 LPA
Thakur Rohith Singh	8179677388	B.E-CSE	JIO - MR.RAVI TEJA, HR MANAGER - PH: 7738175895	3.50 LPA
Siliveru. Likitha	8639544896	B.E-CSE	INFOGAIN - MR.SAHIB SINGH, HR MANAGER - PH: 8076973178	3.75 LPA
S Harshitha	7569144584	B.E-CSE	INFOGAIN - MR.SAHIB SINGH, HR MANAGER - PH: 8076973178	3.75 LPA
Tejasri Surthi	7382705969	B.E-CSE	INFOGAIN - MR.SAHIB SINGH, HR MANAGER - PH: 8076973178	3.75 LPA
D Likitha Rani		B.E-CSE	MINDTREE - MR.KISHORE, HR MANAGER - PH: 080-67064000	4.00 LPA
K Amarnath		B.E-CSE	MINDTREE - MR.KISHORE, HR MANAGER - PH: 080-67064001	4.00 LPA
RAMINI SOWMYA,6300336622		B.E.-EEE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
C. PRAVEEN CHAKRAVARTHI,7993828970		B.E.-EEE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
ZUBAIR AHMED CHOUDHARY,9154731799		B.E.-EEE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
SHIVANI BIRRU,7337436165		B.E.-EEE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
POLKAM KEERTHANA, 9491203219		B.E.-EEE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
L.AMARESHWARI, 9133283369		B.E.-EEE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
R. Navya, 9491121604		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Neeharika Kathroju, 7093801099		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Nalimela Avanthika, 8897782366		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
N.P Viraja, 8639676458		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Sai Teja Mandapuram, 9553497030		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Narsampally Jayakar, 9951444109		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
BEKKARI ANKITHA, 7660999624		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
V SUSHMA, 8328379775		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
A.Gautham, 7396299383		B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA

D.Venkata Sai Ram, 9440498714	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
G Meghna, 6302669189	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
V Uday Kumar, 9700113996	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Priyanka Burle, 9100690485	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Ayesha Maheen, 7893581209	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Mehdi Telegraphy, 9642422532	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Gourshetty Sagar, 9666700540	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Divya Gunna, 8790072873	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Sandeep Sidhanthi, 9346281903	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Ratan Vikram, 9700149328	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Sunil Kumar Sarswa, 8008419271	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Vallabadas Keerthi, 9849412613	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Mohammed Ruwayd Mohiuddin, 8790779398	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Birre Kalyani, 8074772710	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Kasula Ritika, 7801006987	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Manaswini Goske, 8555880881	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
DHADALA ROHITH KUMAR, 9014900515	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Y Goutham Sri Phani Datta, 9963144065	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
T Mounika VN, 7995944211	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
M. Soumya, 9989873616	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Mansi Deshpande, 9100634214	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Porandla Pranay, 9059426443	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
S Poorna Sai, 7675835712	B.E.-ECE	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
Ch. Pavithra, 7075144974	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
K. Prasanna, 9603772749	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Ratan Vikram, 9700149328	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Chetan Somana, 7093879657	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Pabba Srinivas, 9505400114	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
M. Deepak Reddy, 7097847076	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
T. Krishna Priya, 8790192298	B.E.-ECE	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	3.36 LPA
Mansi. Deshpande, 9100634214	B.E.-ECE	WIPRO - MS.SADIYA, HR MANAGER - PH: 9154626614	3.50 LPA
Bethi. Pranathi, 8367499639	B.E.-ECE	WIPRO - MS.SADIYA, HR MANAGER - PH: 9154626614	3.50 LPA
A. GAUTHAM, 7396299383	B.E.-ECE	NTT DATA SERVICES - MR.PRASHANTH, HR MANAGER - PH: 7022692709	3.36 LPA
A. SHARATH REDDY, 6300230922	B.E.-ECE	NTT DATA SERVICES - MR.PRASHANTH, HR MANAGER - PH: 7022692709	3.36 LPA
M Sruthi, 8185894774	B.E.-ECE	HYUNDAI	3.70 LPA
Chetan Somana, 7093879657	B.E.-ECE	AFFLUENCE SYSTEMS - MR.MOKSHA, HR MANAGER - PH: 7995666206	4.20 LPA
MALTHURKAR HARITHA - 9490968727	B.E.-ECE	GAMANA SOLUTIONS LLP	3.00 LPA
SADHICA BOLLEDULA, 8790647070	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA

K.RISHITHA,9912862667	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
RAHUL SHIVANSH B,6309129488	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
SYED RAZA AHMED QUADRI,9866307717	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
SHAIK ASLAM PASHA,	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
BHAGYARAJ JOSEPH,9052102327	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
VVN SAI SURYA VAMSI,9133251138	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
P. VEERU PRIYA DARSHAN,9110575483	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
ALEENA SULTANA,9398196162	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
MIR HAMZZA ALI,7795709243	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
SANDEEP NUNE PH NO: 7330303409	B.E.-ME	SAVANTIS SOLUTIONS PVT. LTD. - MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
SULEGAM ANAND,9290521085	B.E.-ME	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	5.90 LPA
ABHISHEK CHAUHAN,8639775583	B.E.-ME	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	5.90 LPA
MOHAMMED FASIHUDDIN ADIL,	B.E.-ME	PLANETSPARK - MS.TRINA MITRA, HR MANAGER - PH: 9821509290	5.90 LPA
PALATI SAI NAGA KIRAN,7675934396	B.E.-ME	EUNIMART - MR.MALLIKARJUN, HR MANAGER - PH: 9390807711	2.28 LPA
SULEGAM ANAND,9290521085	B.E.-ME	EUNIMART - MR.MALLIKARJUN, HR MANAGER - PH: 9390807711	2.28 LPA
MOHD ABDUL REHMAN,7989472205	B.E.-ME	EUNIMART - MR.MALLIKARJUN, HR MANAGER - PH: 9390807711	2.28 LPA
K.SAI CHARAN	MBA	MINDTREE - MR.KISHORE, HR MANAGER - PH: 080-67064000	6.50 LPA

Training & Placement Officer

Criteria Incharge

Principal

PRINCIPAL
METHODIST COLLEGE OF ENGG. & TECH
King Koti Road, Abids, Hyderabad

DOC: -SA/TA/Hyd/2021/2004

Date: -31/05/2021

Dear Abdul Khalique

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2005

Date: -31/05/2021

Dear M.Binduka

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2006

Date: -31/05/2021

Dear Darmaji Mamatha

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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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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2007

Date: -31/05/2021

Dear Pedduri Sravanthi

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2008

Date: -31/05/2021

Dear Palangthod Naresh

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2009

Date: -31/05/2021

Dear Komera Sai Tejasvi

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2010

Date: -31/05/2021

Dear Anil Praveen Kalal

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2011

Date: -31/05/2021

Dear Ammar Hussain Iftekar

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2012

Date: -31/05/2021

Dear Javeria Nikhat

Subject: -Conditional LOI

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by Manish Modi
DN: cn=Manish Modi,
o=Savantis India Pvt. Ltd.,
c=IN,
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2013

Date: -31/05/2021

Dear M M Aziz Farhan 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2014

Date: -31/05/2021

Dear D. Likitha Rani

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2015

Date: -31/05/2021

Dear Kushboo Tackiar

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2016

Date: -31/05/2021

Dear Sara Jabeen

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2017

Date: -31/05/2021

Dear Aartee Magar

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2018

Date: -31/05/2021

Dear P. Nitheesha

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2019

Date: -31/05/2021

Dear Narkuda Pooja

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2020

Date: -31/05/2021

Dear Singarapu Sahithi

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2021

Date: -31/05/2021

Dear Sai Rishikesh Chitithoti

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2022

Date: -31/05/2021

Dear Md Mahbub Ullah

Subject: -Conditional LOI

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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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2023

Date: -31/05/2021

Dear Thoorpu Shashank

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2024

Date: -31/05/2021

Dear Mohd Ali Zain

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.
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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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment



Offer: Computer Consultancy

Ref: TCSL/DT20207363205/Hyderabad

Date: 08/01/2021

Mr. Gagan Nimmalapudi
5-7Sathyanarayanapuram,
Varni,
Nizamabad-503201,
Telangana.
Tel# -

Dear Gagan Nimmalapudi,

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 &

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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



Offer: Computer Consultancy
Ref: TCSL/DT20206896101/Hyderabad
Date: 08/01/2021

Mr. Mohammed Abdul Jawad Vajeeth
13-5-603/2Karwan, Tappachabutra,
Gm Function Hall,
Hyderabad-500067,
Telangana.
Tel# -

Dear Mohammed Abdul Jawad Vajeeth,

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.

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Offer: Computer Consultancy
Ref: TCSL/DT20207266318/Hyderabad
Date: 11/01/2021

Ms. Yerra Swetha
Plot No 21 Santhinagar,
Hayathnagar,
Hyderabad-500010,
Telangana.
Tel# 91-7901468876

Dear Yerra Swetha,

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.

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Offer: Computer Consultancy

Ref: TCSL/DT20207189327/Hyderabad

Date: 11/01/2021

Ms. Aartee Magar
4-5-601/12Badi Chowdi,
Kutbiguda,
Hyderabad-500027,
Telangana.
Tel# -

Dear Aartee Magar,

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/DT20206884765/Hyderabad
Date: 31/10/2020

Mr. Amitabh Kotha
3-5-539Vittalwadi,
Narayanguda,
Hyderabad-500027,
Telangana.
Tel# -

Dear Amitabh Kotha,

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



Offer: Computer Consultancy

Ref: TCSL/DT20207369368/Hyderabad

Date: 11/01/2021

Ms. Shravani Pulluri
78/3rt, Near Andhra BankVijaya Nagar Colony,
Mehdipatnam,
Hyderabad-500057,
Telangana.
Tel# 91-9951097234

Dear Shravani Pulluri,

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.

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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/DT20206486841/Hyderabad
Date: 11/01/2021

Ms. Koripalli Nehitha
1-8-702/50/2, Padma Colony Nallakunta,
Behind Shunkermutt Lamne,
Hyderabad-500044,
Telangana.
Tel# -

Dear Koripalli Nehitha,

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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Offer: Computer Consultancy
Ref: TCSL/DT20207188883/Hyderabad
Date: 11/01/2021

Ms. Ramya Pendem
H No: 3-5-103, R T C Colony Road ,Lb Nagar, HyderabadRtc Colony Road,
Lb Nagar Metro Station, Ward Office,
Hyderabad-500074,
Telangana.
Tel# 3351-9666261918

Dear Ramya Pendem,

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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Offer: Computer Consultancy

Ref: TCSL/DT20206393800/Hyderabad

Date: 31/10/2020

Ms. Divya Navale
Road No 6, Flat No 102, Manisha Residency Bhavani Nagar,
Dilsukhnagar,
Hyderabad-500060,
Telangana.
Tel# 91-9052954628

Dear Divya Navale,

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/DT20207162345/Hyderabad
Date: 11/01/2021

Mr. Shashank Thoorpu
Fl.No 228, D-Block, Sri Sai Krupa Apartments Ramakrishna Nagar,
Near Pranaam Hospital,
Sherilingampally-500049,
Telangana.
Tel# 91-8328267343

Dear Shashank Thoorpu,

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

NTT DATA Global Delivery Services Private Limited
 Block 2, 2nd Floor, D7
 Plot No. 123, EPIP Phase II, Whitefield Industrial Area
 Bangalore 560 066 India
 Tel: +91.80.3342.6000

NTT DATA
 Services

13-July-2021
Koripalli Nehitha
Methodist College of Engineering and Technology

Dear Koripalli,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 350,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

Confidential



August 5, 2021

AFSHAN JABEEN
18-17-01 Pathapeta, near amavarshyala temple ,Dhone
Kurnool Andhra Pradesh
518222

Dear AFSHAN JABEEN,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. (formerly known as QSSI Technologies India Pvt. Ltd.) ("the Company") a UnitedHealth Group Company, in the position of **Associate Software Engineer at salary grade 24**. Your work location shall be at Company's office located at **H04 Advance Business Hub, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **August 9, 2021**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date, are required for your employment with the company:

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

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

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

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

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING



Letter of Internship- Prodapt Solutions

1 message

Abinaya Vasuki T <abinayavasuki.t@prodapt.com>
To: divyaavuti@gmail.com <divyaavuti@gmail.com>

Fri, 19 Mar, 2021 at 2:05 PM

Dear Avuti Divya,

On behalf of Prodapt Solutions, I am excited to extend an offer to you for an internship position. This The position is for the role of intern.

This position is scheduled to begin by **29th Mar, 2021** (Tentatively) and will be a three-month paid internship opportunity. This position will pay 15000 per month as stipend amount.

The schedule for this position is Monday-Friday from 8 a.m. to 8 p.m. IST. Please write back to me with confirmation so that we can decide accordingly.

Note:

We need your fulltime availability during this duration; We will be providing leaves during the exam time; It will mostly be virtual, and few sessions may require to be F2F;

We will call and confirm the laptop/system availability and mention specification required from your end for the training sessions; It will be BYOD (bring your own device concept)

Request to join the whatsapp group <https://chat.whatsapp.com/GSyHq0qS4Qa3myxKdQPtkk> for easy interactions

***Whatsapp Link not to be forwarded to others**

Thanks and Regards,

Abinaya

Senior Manager HR

We hire attitude... Rest of the skills can be trained!

6th floor, Module 1, Tower 1 (1st & 6th Floors),

Chennai 1, Pallavaram -Thuraipakkam,

200 Feet Rd, Thoraipakkam, Chennai-97

www.prodapt.com

<http://in.linkedin.com/in/abinayat>



Disclaimer

This email contains proprietary, confidential and privileged information of Prodapt Solutions Private Limited and its affiliates ("Prodapt" or "We") and is intended for the exclusive use of the named recipient ("Recipient"). If you are not the intended Recipient and have received this email by mistake, please reply to this email and follow with its deletion, so that we can ensure such a mistake does not occur in the future. It is strictly prohibited to share any part of this email with any third party, without an express written confirmation by Prodapt. All e-mail, if permitted by applicable law, sent to and from Prodapt is subject to archiving and review by someone other than the Recipient. We do not accept any liability for any errors or omissions in the contents of this e-mail nor do we represent that this email and any attachments is without any errors and virus free. In the event this email



APPOINTMENT LETTER

July 15, 2021

Dear Siliveru Likhitha,

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 V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:



Wipro Campus Update_LOI

1 message

Campus HR Team <wipro+email+194oz-5c6bfd354f@talent.icims.com>
Reply to: Campus HR Team <wipro+email+194oz-5c6bfd354f@talent.icims.com>
To: divyaavuti@gmail.com

Thu, 27 May, 2021 at 1:37 PM

May 27, 2021

Dear AVUTI DIVYA ,
Resume Number - 20878212

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 precondition to the issuance of offer of appointment.

Yours sincerely,

For Wipro Limited,

BE YOURSELF, MAKE A DIFFERENCE.

accenture

Strictly Private and Confidential

Date:01-Jun-2021

Shravya Parsa
C9579839

Abhishrey girls hostel, YMCA circle, Narayanguda
7731902854

Dear Shravya Parsa,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

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

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

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: d4c286d7-c02d-4081-8d92-f4363cfad53f_1
Signed By: Mahesh Vasudeo Zurale

BE YOURSELF, MAKE A DIFFERENCE.

accenture

Strictly Private and Confidential

Date:01-Jul-2021

Likhitha Siliveru
C9702394

18-8-434/73/A , maruthi nagar , uppuguda
8639544896

Dear Likhitha Siliveru,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

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

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

Version 2.1 (Feb 2021)

1

Likhitha

candidate's Signature

Reference Id: c99dac18-d620-4af4-8acf-9961fca7cd50_1
Signed By: Mahesh Vasudeo Zurale

BE YOURSELF, MAKE A DIFFERENCE.

accenture

Strictly Private and Confidential

Date:02-Jul-2021

Shireesha Akula
C9707607

18-3-640/1/25/A, shobodaya colony, laladarwaza, Hyderabad, Telangana-500053
6304449120

Dear Shireesha Akula,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

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

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

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 9b9d4211-fcc5-4a25-9869-79e6c1f9853c_1
Signed By: Mahesh Vasudeo Zurale

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date:02-Aug-2021

Likitha Rani Dorai
C9844402

12-4-131/C, Road no-7, Pragathi Nagar, Moosapet, Hyderabad
9849631896

Dear Likitha Rani Dorai,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

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

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

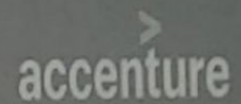
Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: 40523886-7408-420c-b93d-76b7f5eb736f_1
Signed By: Mahesh Vasudeo Zurale

BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:05-Aug-2021

Amarnath Kadam
C9858995

9-339 teachers colony Adilabad
6301485032

Dear Amarnath Kadam,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group- Software Engineering



Please refer to:

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

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

Version 2.1 (Feb 2021)

1

candidate's Signature

Reference Id: cb2a1164-d00b-42bc-894b-69b503cd42c9_1
Signed By: Mahesh Vasudeo Zurale

From: Srilatha Swarnam
Sent: Thursday, June 17, 2021 9:03 PM
To: amitabh.kotha5900@gmail.com
Cc: Venu Achanta <venu.achanta@hitachivantara.com>; Methodist Placements <tpo@methodist.edu.in>
Subject: Hitachi Consulting :: Selection Confirmation
Importance: High

Dear Kotha Amitabh,

Congratulations! Welcome to Hitachi Consulting Software Services India Pvt Ltd !!

In continuation to the interviews for FY 2021 selection process and based on your performance, we are happy to inform you that you have been selected for employment as an Associate at Hitachi Consulting Software Services Pvt. Ltd.

As per the job description shared with you , your salary compensation will be INR 6.5 L (Six Lakhs Fifty Thousand Only) per annum. You will be receiving our offer letter with salary details and joining date prior to your joining in 2021 when you would have completed your graduation. This offer of appointment is subject to your meeting the eligibility criteria of 70 % or equivalent from grade 10 to 12 and upon acquiring 70% OR 7 CGPA (as applicable) aggregate in your final examination in B.Tech/B.E/MCA. We wish you the best in your academic pursuit.

Please treat this email as a confirmation of your selection for appointment with Hitachi Consulting.

We look forward and appreciate the acknowledgement of this mail from your side.

We shall share the formal offer letter once the joining and other details are confirmed.

Thanks & Regards,



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 21/07/2021

To

Aartee Magar

Employee Code: _PS04430

Dear Aartee,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be working from home and in the domestic process

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 21/07/2021

To

Surya theja Bandaru

Employee Code: _PS04434

Dear Surya,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be working from home and in the domestic process

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 21/07/2021

To

S. Harshitha

Employee Code: _PS04431

Dear S.,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be working from home and in the domestic process

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above



sureify

EMPLOYMENT AGREEMENT

It is our pleasure to formally take **Divya Navale** aboard as a **Software Engineer - I**, with effect from **07th June 2021** and an annual Salary (Cost-to-Company) of **Rs.9,60,733/-** (break up of financial components are given in detail in annexure -B). This is inclusive of all and as per the terms & conditions explained in Annexure A. This offer is subject to your compliance with our terms & conditions of employment that are enclosed with this letter. Please go through the same and return the duplicate copy of this letter and Agreement as a token of acceptance within Two (2) working days failing which this offer letter will stand cancelled.

Our team at Sureify Labs Technology Pvt. Ltd. (Sureify) congratulates you on this new appointment. Please sign the duplicate copy of the offer and return to Manager - Human Resources. At the time of joining, you are requested to submit the copies of the documents as per Annexure C.

We welcome you to Sureify and look forward to a long and mutually beneficial association.

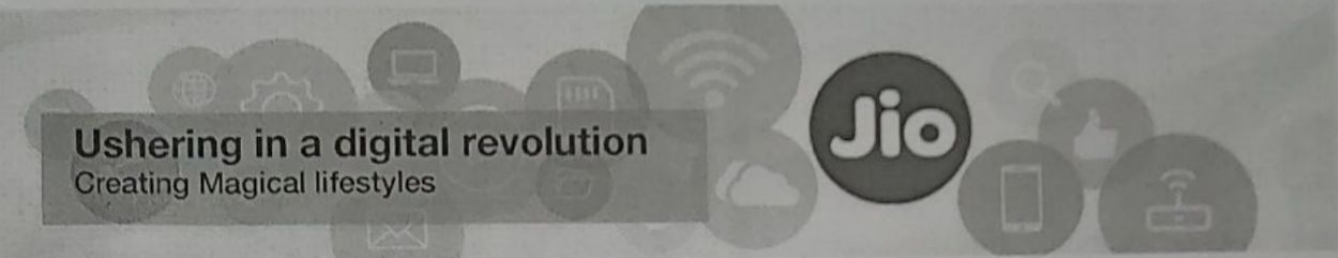
For Sureify Labs Technology Pvt. Ltd.

Ajay Cherukuri
Director

Divya Navale
Software Engineer - I

Enclosures

- Appointment Terms (Annexure A)
- Salary Break-up (Annexure B)
- List of Documents to be furnished on joining (Annexure C)
- List of Prior Inventions (Annexure D)



Ushering in a digital revolution

Creating Magical lifestyles

Dear Thakur Rohit Singh,

We are delighted to welcome you to the Jio Family.

Jio has undertaken the mission to change the future of Digital India. It gives us immense pleasure to have you join us on this exciting journey towards delivering Jio Digital Life!

As the first step, please go through your offer cum appointment letter and accept it by logging in to Jio Careers using your registered Email ID and password.

After accepting the offer:

1. Complete your medical examination and upload the medical form and reports on Jio Careers
2. Update your profile and upload supporting documents on Jio Careers
3. Go through Discover Jio program available on Jio Careers to familiarize yourself with the organization

Please complete the above in a timely manner to ensure a smooth and seamless joining experience. For any queries, please feel free to reach out to Smita Panicker at SMITA.PANICKER@RIL.COM.

Jio offers a world of opportunities and unlimited growth options. At Jio, you can reach the peak of your career if you have the enthusiasm to build your own growth path.

We are sure that you will prove to be a great asset for Jio.

Wish you good luck and a successful career at Jio!

With love, from Jio

Ref. No: GDC/HR/OFFER/21/423

1st August 2021

Silveru Likhitha

H.No 18-8-434/73/A
Maruthi Nagar
Uppuguda , Hyderabad
Telangana

Dear Likhitha,

Infogain is 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 Fortune500.

- We extend you an offer to join Infogain as **"Software Engineer Trainee"**.
- You shall be required to work remotely till the time officially conveyed to you by the Organization. Post resumption of the normal working conditions, 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)**.

USA

UK

POLAND

INDIA

SINGAPORE

UAE

Ref. No: GDC/HR/OFFER/21/416

1st August 2021

Singam Harshitha

Plot No: 40
Gayatri Nagar
Jillelaguda
Telangana

Dear Harshitha,

Infogain is 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 Fortune500.

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- During training, you would be paid a monthly stipend of **INR 20,000/- (Rupees Twenty Thousand Only)**.

USA

UK

POLAND

INDIA

SINGAPORE

UAE

Ref. No: GDC/HR/OFFER/21/424

1st August 2021

Tejasri Surthi

13-2-268/4/c

Shivlal Nagar, Rahimpura

Hyderabad

Telangana

Dear Tejasri,

Infogain is 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 Fortune500.

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- You shall be required to work remotely till the time officially conveyed to you by the Organization. Post resumption of the normal working conditions, 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)**.

USA

UK

POLAND

INDIA

SINGAPORE

UAE

Date: 07-Jul-2021

To

D. LIKITHA RANI
INDIA

Dear D. LIKITHA RANI,

Sub: Offer of Training and Employment

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

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

b) Secure 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. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme and the training location will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs.

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

Likitha

Likitha (Jul 11, 2021 20:30 GMT+5.5)

Date 07-Jul-2021

To

KADAM AMARNATH
INDIA

Dear KADAM AMARNATH,

Sub: Offer of Training and Employment

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

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

b) Secure 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. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme and the training location will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs.

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


Kadam Amarnath (Jul 11, 2021 20:26 GMT+5.5)

DOC: -SA/TA/Hyd/2021/2054

Date: -31/05/2021

Dear Ramini Sowmya

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2055

Date: -31/05/2021

Dear C. Praveen Chakravarthi

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2056

Date: -31/05/2021

Dear Zubair Ahmed Choudhary

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2073

Date: -31/05/2021

Dear Shivani Birru

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2057

Date: -31/05/2021

Dear Polkam Keerthana

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2058

Date: -31/05/2021

Dear L.Amareshwari

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2025

Date: -31/05/2021

Dear R. Navya

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2026

Date: -31/05/2021

Dear Neeharika Kathroju

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2070

Date: -31/05/2021

Dear Nalimela Avanthika

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2027

Date: -31/05/2021

Dear N.P Viraja

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2028

Date: -31/05/2021

Dear Sai Teja Mandapuram

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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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2029

Date: -31/05/2021

Dear Narsampally Jayakar

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2071

Date: -31/05/2021

Dear Bekkari Ankitha

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2030

Date: -31/05/2021

Dear V Sushma

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2031

Date: -31/05/2021

Dear A.Gautham

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2032

Date: -31/05/2021

Dear D.Venkata Sai Ram

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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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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2033

Date: -31/05/2021

Dear G Meghna

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2034

Date: -31/05/2021

Dear V Uday Kumar

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2035

Date: -31/05/2021

Dear Priyanka Burle

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2036

Date: -31/05/2021

Dear Ayesha Maheen

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2072**Date: -31/05/2021****Dear Mehdi Telegraphy****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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2037

Date: -31/05/2021

Dear Gourshetty Sagar

Subject: -Conditional LOI

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2038

Date: -31/05/2021

Dear Divya Gunna

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2039

Date: -31/05/2021

Dear Sandeep Sidhanthi

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2040

Date: -31/05/2021

Dear Ratan Vikram

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2041

Date: -31/05/2021

Dear Sunil Kumar Sarswa

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2042

Date: -31/05/2021

Dear Vallabadas Keerthi

Subject: -Conditional LOI

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2043

Date: -31/05/2021

Dear Mohammed Ruwayd Mohiuddin

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2044

Date: -31/05/2021

Dear Birre Kalyani

Subject: -Conditional LOI

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Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2045

Date: -31/05/2021

Dear Kasula Ritika

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2046

Date: -31/05/2021

Dear Manaswini Goske

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2047

Date: -31/05/2021

Dear Dhadala Rohith Kumar

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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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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2048

Date: -31/05/2021

Dear Yabaluru Goutham Sri Phani Datta

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2049

Date: -31/05/2021

Dear Thumpala Mounika Veera Narayanamma

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2050

Date: -31/05/2021

Dear Soumya Muddam

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2051

Date: -31/05/2021

Dear Mansi Deshpande

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2052

Date: -31/05/2021

Dear Porandla Pranay

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2053

Date: -31/05/2021

Dear Poorna Sai Sripada

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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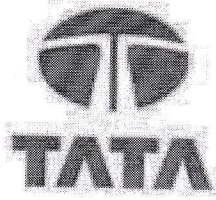
The training will commence on **04/10/2021**. Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment



Offer: Computer Consultancy

Ref: TCSL/DT20206936380/Hyderabad

Date: 11/03/2021

Ms. Pavithra Chilukala
24-A, WpKranthi Nagar, Vanasthalipuram,
Vanasthalipuram,
Hyderabad-500070,
Telangana.
Tel# 91-9951939378

Dear Pavithra Chilukala,

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/DT20206936380

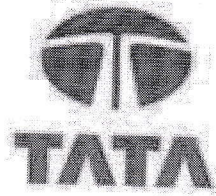
TATA CONSULTANCY SERVICES

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: Mumbai, India



Offer: Computer Consultancy

Ref: TCSL/DT20207302470/Hyderabad

Date: 11/03/2021

Ms. Prasanna Konkari
14-143Siddanthi,
Shamshabad,
Hyderabad-501218,
Telangana.
Tel# 91-8096822552

Dear Prasanna Konkari,

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.

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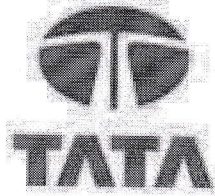
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TATA CONSULTANCY SERVICES

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



Offer: Computer Consultancy
Ref: TCSL/DT20207242282/Hyderabad
Date: 11/03/2021

Mr. Ratan Vikram
2-282/1Trr Township,,
Meerpet,
Hyderabad-500097,
Telanagana.
Tel# 91-97000190389

Dear Ratan Vikram,

Sub: Letter of Offer

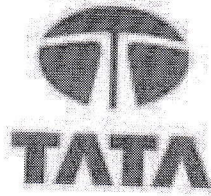
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Offer: Computer Consultancy

Ref: TCSL/DT20207160462/Hyderabad

Date: 13/01/2021

Mr. Chetan Somana
Dno 301 Anjanadri Residency Pn0 212Jpn Nagar Colony,
Miyapur,
Hyderabad-500049,
Telangana.
Tel# -9177162821

Dear Chetan Somana,

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.

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TCS Confidential

TCSL/DT20207160462

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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



Mr. Srinivas Pabba
H.No: 11-2-47/8Near Panchamukhi Hanuman Temple,
Bharath Nagar,
Siddipet-502103,
Telangana.
Tel# 91-7780182862

Dear Srinivas Pabba,

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.

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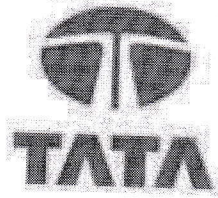
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TATA CONSULTANCY SERVICES

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.bcs.com
Registered Office: Madhapur, Hyderabad 500 081 India

Registered Office: New York, NY 10006 Tel: 212 692 2222 Website: www.tcs.com



Offer: Computer Consultancy

Ref: TCSL/DT20207218378/Hyderabad

Date: 11/03/2021

Mr. Deepak Reddy M
8-4-368/28, Hemavathinagar,
Erragada,
Hyderabad-500018,
Telangana.
Tel# 91-9346986066

Dear Deepak Reddy M,

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.

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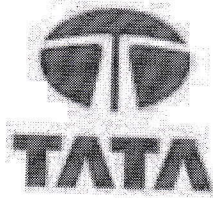
TCSL/DT20207218378

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

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



Offer: Computer Consultancy

Ref: TCSL/DT20206919231/Hyderabad

Date: 11/03/2021

Ms. Krishna Priya Thammana
H.No. 902 , B-Block ,Fortune HeightsMadinaguda,
Bajaj Electronics,
Hyderabad Area India-500049,
Telangana.
Tel# 91-9849701822

Dear Krishna Priya Thammana,

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.

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APPOINTMENT LETTER

July 10, 2021

Dear MANSI DESHPANDE,

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 V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- 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 MANSI DESHPANDE, 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: MANSI DESHPANDE

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

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 – V

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

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 2021-22.

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.

☒ **Signature MANSI DESHPANDE 10/7/2021 11:04 AM**

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited

Doddakannelli

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Bengaluru 560 035

India

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F :+91 (80) 2844 0054

E :info@wipro.com

W :wipro.com

C :L32102KA1945PLC020800

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APPOINTMENT LETTER

June 12, 2021

Dear Bethi Pranathi,

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 V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.

- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- 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: polyclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide

or allow access to “UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

- a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
- b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
- c. Unauthorized disclosure or communication of UPSI.
- d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company’s Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Bethi Pranathi, 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: Bethi Pranathi

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

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 – V

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

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 2021-22.

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 pre-defined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** 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.

☒ **Signature** Bethi Pranathi 12/6/2021 5:38 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited

Doddakannelli

Sarjapur Road

Bengaluru 560 035

India

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F :+91 (80) 2844 0054

E :info@wipro.com

W :wipro.com

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20875877

NTT DATA Global Delivery Services Private Limited

Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000

**04-August-2021****A Gautham****#4-207/18, Plot No.12, Balaji Enclave, Jillelguda, R.R District, Telangana 500097****Dear A Gautham,**

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you the opportunity to train (as "Trainee") in NTT DATA Global Delivery Services Private Limited (formerly known as "Keane India Limited"), (hereinafter referred to as "the Company", which expression shall unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors, affiliates, sister concerns and assigns) at the office of the Company located at **Bangalore**. Your training shall commence on **06-August-2021**. The Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. You would be paid a gross stipend of **Rs. 12,000** per month (payable on a prorated basis depending on the duration of training).

The Company reserves the sole right to offer you employment, subject to:

- a) You passing the qualifying exams with maximum of two (2) arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate and producing the relevant documents evidencing proof of completion of the same to the Company. This aggregate includes all subjects of all semesters and language papers, if any.
- b) You passing the training with the prescribed minimum score in the final evaluation on completion of the training.
- c) Your acceptance to work in accordance with the timings prescribed by the Company. Your work timings will be determined by the nature of your project and you maybe required to work in shifts. Failure to comply with such timings shall entitle the Company to initiate appropriate actions in accordance with the Company policy, at Company's sole discretion.
- d) Your willingness to relocate to any of our centers in India. The Company reserves the right to depute / transfer your services to any other location/ centers of the Company/ client location/ group company in consistence with the Company's business/ project requirement and interests. In case you fail to accept such deputation or transfer, the Company at its sole discretion reserves the right to initiate appropriate actions in accordance with the Company policy.
- e) You hereby give your consent for carrying out background verification which may include education, past employment, criminal background check, pending litigation, medical test and any other verifications as may be required by the Company or its clients from time to time.
- f) The Company receiving full satisfactory reports on your background verification (By signing a copy of this letter you authorize the Company to conduct such verification by, including without limiting, an agency of our choice). The Company may carry out background verification either at the time of your joining or anytime as and when you are being seconded to its clients. In the event of your background verification being negative, the Company shall have the right at its sole discretion to initiate appropriate action including termination of your employment.

The following are the terms and conditions:

- a) Your role, duties and responsibilities will be as assigned to you from time to time by your assigned supervisor(s) as authorized by the Company.
- b) The period of training may be modified at the sole discretion of the Company.
- c) On commencement of training you shall enter into the confidentiality undertaking as a condition of your training hereunder. Upon the completion of your training you will return to the Company all papers and documents or other property which may at that time be in your possession relating to the business or affairs of the Company or any of its associates or branches or their clients and will not retain any copies or extracts there from.
- d) You will be governed by the statutory regulations / provisions and the laws and policies of the Company applicable to your position, which may be framed from time to time.

Confidential

CIN: U72900KA2011PTC060769 | www.nttdataservices.com

Regd. Office: NTT DATA Global Delivery Services Private Limited
Plot 123, EPIP Phase II, Whitefield Industrial Area, Bangalore, Karnataka 560066, India

- e) Please bear in mind that the Company's policies (including the one pertaining to notice period / separation) are subject to changes from time to time and you will be communicated of those changes in a timely manner.
- f) Your performance during the training will be evaluated periodically and in the event of you not clearing the evaluation with the prescribed minimum score, the Company may, at its sole discretion cease to provide you further training with immediate effect.
- g) You understand that 100% attendance during your training period is important and mandatory. Your training will be governed by the following terms with regards to any absence:
 - i) in the event you are on unauthorized leave for more than three (3) consecutive days for any reason, without the prior written approval of concerned authorities; or
 - ii) in the event you require extended leave exceeding three (3) consecutive days, for any reason; or
 - iii) in the event you require more than a total of five (5) leaves, consecutive or otherwise, during your training period, for any reason, the Company may, at its sole discretion cease to provide you further training and exit you from the Company with immediate effect. Further, requests to continue your training in the next batch shall not be entertained by the Company.
- h) You agree that you are not an employee of the Company either during or after completion of your training. You shall not represent yourself as an employee of the Company and you have no authority to bind the Company by contract or otherwise. The stipend amount stated in this letter shall be the sole payment made to you by the Company and apart from this the Company is not liable to make any other payment (i.e. statutory or any other). You agree that you will not be entitled to participate in any plans, arrangements, or distributions by the Company pertaining to any bonus, stock option, profit sharing, insurance or similar benefits or any statutory payments including, but not limited to Employee Provident Fund ("EPF"), Employee State Insurance ("ESI") etc which the Company provides to its employees.
- i) This agreement may be terminated by providing a notice in writing on either side or salary in lieu of such notice. As per our current policy, the notice period is one (1) day for trainees.
- j) You are required to display professional ethics during the entire duration of your training period. The Company has a Zero Tolerance policy towards unethical behavior:
 - i) If it comes to the notice of the Company at any time that any of the details provided by you is false, the Company reserves the right to terminate your services with immediate effect.
 - ii) Your conduct at all time should reflect observance of the national and local laws and the rules and regulations of the Company that are in effect. These may change from time to time and you have a duty to be in step with the changes. In all dealings with the Company and its clients and their organizations, the highest standards of propriety and integrity will be expected of you.

Important: If these terms are acceptable to you, kindly sign and return the duplicate of this letter in acknowledgement thereof, so as to reach the Company on or before **06-August-2021** failing which this offer shall stand automatically withdrawn and cancelled without any obligation on the part of the Company. Similarly, in spite of your acceptance if you do not report to duty on the designated date this offer shall stand automatically terminated without any further reference to you and without any obligation on the part of the Company.

We look forward to having you with us.

**Yours sincerely,
FOR NTT DATA Global Delivery Services Private Limited**

DocuSigned by:

 DD4D480B41314B9...

**URMIMALA SARKAR
ASSOCIATE DIRECTOR - TALENT ACQUISITION**

I **A Gautham**, the undersigned, acknowledge that I have received a copy of the above letter addressed to me, read it carefully and confirm my acceptance to it. I further confirm that I will fully comply with every terms and conditions specified thereto. I shall be reporting to duty on _____

DocuSigned by:

 B7BBA412B0854A8...
 Signature

August 5, 2021 | 12:01 AM CDT

Date

Confidential

NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000



17-February-2021
Adama Sharath Reddy
Methodist College of Engineering and Technology

Dear adama,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company or NTT DATA Services") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company. On your start date, please bring the documents as per Annexure A.

During the training you will be given a stipend of Rs.12,000/- per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- a) Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- b) Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs. 350,000/- during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws. The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof. Any retention Bonus if applicable will be detailed in your letter of employment and will be subject to the terms and conditions of your letter of employment.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka. This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

The Company has filed an application before the National Company Law Tribunal ("NCLT") for amalgamation with its affiliate NTT DATA Information Processing Services Private Limited ("IPS") ("Merger") with IPS post-merger as the surviving entity. The matter is now pending for approval of the Scheme by the NCLT.

If the order of merger is received before your joining date, then all references to NTT DATA Global Delivery Services Private Limited in this letter will stand automatically amended to NTT DATA Information Processing Services Private Limited and the offer shall be deemed to be made by NTT DATA Information Processing Services Private Limited

Please note upon completion of merger you will be employed by the surviving entity viz., IPS and by signing this letter you have accepted and agreed to be bound by the terms and conditions of this trainee engagement letter and any other changes/amendments that may be required due to the merger.

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NTT DATA Global Delivery Services Private Limited
Block 2, 2nd Floor, D7
Plot No. 123, EPIP Phase II, Whitefield Industrial Area
Bangalore 560 066 India
Tel: +91.80.3342.6000



Annexure A

At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

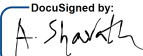
If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable to be removed from the service without any notice.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

DocuSigned by:

DD4D480B41314B9
URMIMALA SARKAR
ASSOCIATE DIRECTOR – TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by **18-February-2021** to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: 
1396E9D7AE68488
Adama Sharath Reddy

Date: February 17, 2021 | 6:01 PM CST

Confidential

Name : Medchalimi Sruthi
College : Methodist College of Engineering and Technology
Location : Hyderabad

04th August 2021

Subject: Offer Letter

Dear Ms. Sruthi,

With reference to the interview we held, we are pleased to offer you an employment as Graduate Engineer Trainee (GET) position in our organization on the following terms and conditions:

- You will be paid a **CTC of Rs. 3,70,000/-** per annum (Rupees Three Lakhs and Seventy thousand Only) which is inclusive of retention Bonus.
- You are advised to undergo the pre-employment medical check-up with any of the approved diagnostic center prior Two weeks before your joining.
- Below are the required documents which need to submit Xerox copies of the following on the date of joining.
 - g) **B.Tech / BE Course** i) Provisional ii) Consolidated Mark Sheet
 - h) **12th & 10th** completion certificates
 - i) **ID Proofs:** i) Aadhaar copy ii) Passport copy iii) Pan Card copy
- Your offer of employment will be confirmed subject to clearing the Pre-employment Health Check-up, complete education certificates & ID proofs.
- You will be governed by the terms and conditions of the company; which will be issued detailed appointment letter, on the day of joining.
- You are advised to join the company on **09th August 2021 (Monday)**.
- Office timings will be from 08.00 AM to 17:00 PM.

We are confident that you will find **Hyundai Motor India Engineering Pvt. Ltd.**, a better place to work at. We are looking forward to have a mutually beneficial association with you. Please confirm your acceptance of this contingent offer.

Yours Sincerely,



JO ICK CHUL
HEAD - HR&BS



I accept the above offer and have received a copy of this letter and responsibilities related to the position for my personal information.

Signature:

Date:

Hyundai Motor India Engineering Private Limited
Regd. Office : Survey No. 5/2 & 5/3, Opp. Hitech City Railway Station, Izzatnagar, Lingampally Mandal,
Ranga Reddy Dist., Hyderabad-500 084. Tel : +91 40 6657 4000 Fax : +91 40 6657 4099
CIN: U50103TG2006PTC073037

Ref No: 2103011

25 March, 2021

Mr. Somana Chetan,
S/o: Somana Venkatamahalakshmi Eswara Rao,
Plot no: 212, Flat no-301, Anjanadri Residency,
Road no-3, Beside Venkateswara Temple,
JPN Nagar Colony, Miyapur, K.v.Rangareddy,
Telangana - 500049
Email: chetan.somana@gmail.com

Mobile: +91- 7093879657

Dear Somana Chetan,

Congratulations! With reference to your application and subsequent interview with us for a career in our organization, we are pleased to inform you that you have been selected for internship in our organization as **Trainee Hardware Engineer** and employment will be consider completion of 6 months internship.

You are requested to join us on **29th March, 2021**.

Your compensation would be as outlined in **Annexure I**. The general terms and conditions governing your employment are outlined in **Annexure II**.

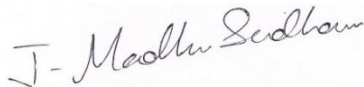
This offer is also subject to your successfully clearing the background screening and verification by an external agency appointed by the Company.

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

As confirmation of your acceptance, please sign the duplicate copy of this Offer Letter and Annexures and submit within 3 days to **Ms. Moksha Saisree** at the address given below.

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

For affluence infosystem Pvt. LTD.



Madhusudhan J

Managing Director & CEO



I accept the offer and related terms and conditions. I will join by 29 MAR 2021

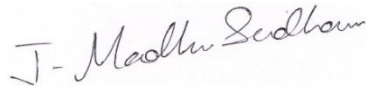
Somana Chetan

ANNEXURE I

Salary break up

Name	Somana Chetan	
Designation	Trainee Hardware Engineer	
Monthly Components (INR.)		
Basic Salary		7000
House Rent Allowance / Company Leased Accommodation		3500
Other Allowance		4000
Conveyance allowance		1600
Mobile & Data expenses		2500
Medical Reimbursement		1400
TOTAL: Monthly (A)		20,000.00
TOTAL: Monthly Components : Annualized (B)		
Annual Components (INR.)		2,40,000.00
TOTAL : Annual :		
COST TO COMPANY - per annum (B) +		2,40,000.00
NOTE: Any personal tax liability arising out of compensation will be borne solely by the employee		

Total Annual Cost to Company including fixed pay is INR. 2, 40,000.00



Madhusudhan J
Managing Director & CEO

Annexure II

General Terms and Conditions of Employment

- i. You will be required to provide the necessary authorization to the Company and the appointed agency for carrying out background screening and verification, based on the particulars furnished by you.
- ii. It is presumed that the particulars furnished by you in your application / bio-data are correct. In case the particulars or part thereof are found to be incorrect, or it is found that you have concealed or withheld some or other relevant facts, the Company reserves the right to initiate action including the termination of service irrespective of any other terms and conditions of employment.
- iii. You shall conscientiously and diligently render all services required of you by the Company to the best of your ability and complete all assignments given to you within the prescribed time schedule, if any.
- iv. 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.
- v. The Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.
- vi. You will be bound by the rules and regulations enforced by the Management from time to time in relation to conduct, discipline, leave, holidays or any matters relating to the service conditions which will be deemed as rules, regulations and orders in the part of these terms and conditions.
- vii. You may be required to sign Confidentiality and Non-Disclosure Agreements with the Company or any other client as required. 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 and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company. In case of any assignment outside India, you may be required to execute a service bond with the Company prior to departure.
- viii. You are required not to divulge, communicate or pass on any information in any form related to any aspect of the Company to anyone not employed by the Company. Indulgence in such activity shall render you liable for termination of service with immediate effect notwithstanding any other terms mentioned in the appointment letter.
- ix. You are required to strictly maintain the secrecy of and not to divulge, communicate in any other manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior.

- x. You are required not to employ yourself in any other gainful or commercial employment, business, part-time or full-time, directly or indirectly simultaneously as long as you are employed with the Company or engage directly or indirectly in any other commercial business or venture. Any action to the contrary would render your service liable for disciplinary action including termination of service.
- xi. Appointment will be considered after completing probationary period, employee may have to give commitment to associate with the company for at least 33 months.
- xii. You will retire from service on attaining superannuation at the age of 58 years.
- xiii. Your employment with the Company can also be terminated either by the Company or by you by giving three months 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.
- xiv. 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.
- xv. In matters not herein specified, you will be governed by such rules of the Company as are in force from time to time.
- xvi. The Company shall be free to modify the terms of this Agreement or other terms and conditions of the employment including but not limited to the compensation, work environment and other terms and conditions even though such terms may be less beneficial to you.
- xvii. You are required to inform the Company of any change to the particulars furnished by you at the time of joining, within 4 working days of such change. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by registered post at your address in India, as recorded with the Company.



I accept the offer and related terms and conditions. I will join by 29 MAR 2021

Somana Chetan

Annexure IV

List of Documents/Information to be submitted on Joining

For Personnel Records: Mr. **Somana Chetan**

Sl.No	Particulars	Yes	No
1	Photo Copies of the following: <ul style="list-style-type: none"> 10th std or equivalent marks card, 12th std, Diploma or equivalent marks card, Graduation Certificates 	Yes	
2	Date of Birth Certificate	Yes	
3	Relieving Letter / Experience Certificate from the previous employers (if applicable)		
4	Latest Pay-slip / Salary Certificate from the last employer (if applicable)		
5	8 passport size color photographs	Yes	
6	Copy of Passport(if applicable)		
7	Signed Photocopy of offer letter.	Yes	
8	Previous Employment PF Account No. And Pension Account No. (In case joiners wish to Transfer their PF)		
9	Previous employment details including period of employment.		
10	Pan Card Copy.*	Yes	
11	Aadhar Card Copy.*	Yes	

GAMANA SOLUTIONS LLP

#401, Vibrant Sunrise Apartment
Medahalli, Kithaganur Village,
Bengaluru, Karnataka – 560049
www.gamanasolutions.com

Letter of Appointment

July 21st 2021,

To,

Malthurkar Haritha

Door No: 28-413/1, Sundhar Nagar, Miryalguda, Nalagonda, Andhra Pradesh - 508207

Email Id: harithamalthurkar@gmail.com / Ph. No: +919490968727

Dear Haritha,

Welcome to Gamana Solutions LLP!

Further to our discussion, we are pleased to invite you to join us as **Junior Software Engineer** at **Gamana Solutions LLP, Bangalore.**

Your appointment at **Gamana Solutions LLP** will be subject to the following terms and conditions, **effective from July 21st 2021.**

This offer is also contingent upon satisfactory completion of our reference and background checking process that includes personal references provided by you and a pre-employment background check.

You shall be governed by the rules, regulations and other company policy including without limitation the Employees Handbook as applicable, enforced, amended or altered from time to time during the course of your employment (the "Company Policy"). The terms and conditions of your appointment are as follows:

APPOINTMENT AND REPORTING

You are required to join on or before **July 21st 2021.** The terms and conditions of appointment shall be effective from **July 21st 2021.**

1. EMOLUMENTS AND TAXES

1.1 Your remuneration **CTC** will be **Rs. 3,00,000/- PA (RUPEES THREE LAKH RUPEES ONLY)** details provided in '**Annexure `A`**' annexed hereto.

1.2 The Company will deduct taxes and other statutory dues as may be applicable from time to time from the remuneration payable to you. You will be personally responsible for your tax liabilities and other dues. The Company shall also be entitled to deduct any other sums as may be recoverable from you from time to time.

2. INITIAL POSTING AND TRANSFER

2.1 Your initial place of posting shall be at **BENGULURU as JUNIOR SOFTWARE ENGINEER**

2.2 During the period of your employment with the Company, the Company may at any time, in its sole discretion, transfer or depute you to any other department of the Company or to any other subsidiary or affiliate of the company or to any other location of the company. In such event the terms and conditions governing your service shall be those applicable at the location

of transfer or those as applicable to employees of such subsidiary or affiliate as the case may be.

3. LEAVE

3.1. You will be entitled to customary legal holidays (list declared by the company at the beginning of the calendar year) as recognized by the Company.

3.2. You shall be entitled to leave as per the prevalent leave policy of the company.

3.3. All leave have to be applied for and taken prior approval from the concerned manager.

3.4 Leave approvals to be taken in advance or at times as approved by the Company.

4. PROBATION PERIOD

4.1. You shall be on probation for a period of **SIX months** from the date of joining.

4.2 As per the company policies your performance will be reviewed at the end of your probation period before you are confirmed. In case your performance is not considered to be satisfactory your probation period will be further extended as per the management's decision.

4.3. Your employment shall not be deemed to be confirmed until the Company issues a Letter of Confirmation to you.

5. CODE OF CONDUCT

5.1. As part of your employment, you will be required to adhere to the code of conduct of the Company. We expect all employees to fully understand the philosophy and the policies and procedures governing the standard of business behaviors and to adhere thereby. You will especially note the following:

5.2. You will be wholly and exclusively in the employment of the Company and are not permitted to carry on any other business, profession, short term project/assignment or employment.

5.3 Any violation of code of conduct / acts of criminal offence and moral turpitude which include breach of conduct including but not limited to, insubordination, insolence, gross neglect of duty, sexual harassment, dishonesty, embezzlement, accepting any bribes, commission or discounts etc. from any outsider; placing personal consideration of any nature above the Company's interest or any other kind of misconduct on your part, would invite appropriate disciplinary action.

6. CONFIDENTIALITY

6.1 During the course of your employment with the Company, you would receive or be exposed to confidential and proprietary information concerning Company's business and commercial operations, including, without limitation, information relating to clients, processes and projects.

6.2 You represent, warrant and undertake to the Company that you will keep all such information in confidence and will protect such information from disclosure to other parties, and will use such information only for the specific purpose of carrying out duties as specified by the Company from time-to-time, and that you will not use any of such information for any other purpose whatsoever, including for any purpose that is detrimental to Company. In accordance with the above paragraph, below are the terms which will apply to each disclosure of Company's confidential and proprietary information to you, and you agree and undertake with the Company as follows:

6.3 Company shall at all times be and remain a direct sole beneficiary and exclusive owner of the confidential and proprietary information of the Company, with the right to enjoy the benefits and enforce the terms of these provisions.

6.4 You shall not disclose any of Company's confidential and proprietary information to other persons or parties, nor use any Company's confidential and proprietary information or data for any purpose other than for the benefit of Company or to provide consulting services or other assistance to any other company or individual, unless you receive Company's prior written authorization to make such a disclosure (but then only to the extent that such disclosure or use is specifically authorized in writing and any preconditions for such disclosure or use are met).

Any such authorization by the Company to be valid:

- a) Must be signed by an authorized officer of Company;
- b) Specifically identify the information released from the use and/or disclosure obligations of these provisions; and
- c) Be received by you prior to any such disclosure or use.

6.5 You shall be accountable and liable to Company for any unauthorized disclosure or misuse of Company's confidential and proprietary information. Any unauthorized disclosure or misuse may result in the Company taking disciplinary action against you including termination of your employment and/or other legal recourses the Company may be available to the Company.

6.6 You shall protect and secure Company's confidential and proprietary information and keep it in strict confidence and under strict control at all times. You may give access to Company's confidential and proprietary information to only those of its employees, officers and directors who have a legitimate need for Company's confidential and proprietary information in order to carry out their respective duties and obligations for you in connection with the subject matter and purpose of this Agreement and who agree to comply with these confidentiality provisions.

6.7 You acknowledge that Company's confidential and proprietary information is the sole and exclusive property of Company. At any time that Company requests, or upon the termination of this Agreement, whichever is sooner, you shall immediately return and deliver all of Company's confidential and proprietary information (regardless of form) to Company, including, without limitation, any and all digital or tangible copies, passwords to computers, email accounts and electronic files, extracts, reproductions and derivatives thereof, and shall confirm in writing that it has been done so.

You undertake that you shall:

- a) During the period of employment, you should not engage directly or indirectly without the prior consent in writing of the Company with or without remuneration in any trade, business occupation, employment, service which is similar or substantially similar to that carried on by the Company or any of its associate, group companies and that you shall not undertake any activities which are contrary to or inconsistent either with your duties and obligations or with the Company's interest.
- b) Not at any time either during the continuance of employment or after leaving the services of the Company, give any statement and / or information about the company to any Press, Magazine, Private Bulletin, TV Channel, Radio Station, and Internet Portal etc. without the prior approval of an authorized officer of the Company.

- 6.8 You agree and understand that 'competition' shall include, without limitation, design, development, production, promotion, solicitation of customers or sale of products or services competitive with those of the Company, employment by or contracting with any competitor or third party providing services competing with the Company's services, for whom you will perform the same or similar function as you perform on behalf of the company pursuant to this agreement.
- 6.9 You acknowledge and understand that because of your job profile and relationship with the Company, pursuant to the terms of this Agreement, you will have access to trade secrets and confidential and proprietary information about the Company, its services and products, its employees, its customers and its methods of doing business, which neither you nor any other employee of the Company would have had otherwise.
- a) In consideration of the your access to these trade secrets and confidential and proprietary information of the Company, you agree that during the term of employment and after termination of employment with the Company, you shall not directly, indirectly or through any third party, disclose trade secrets and confidential and proprietary information of the Company with the competitors or any existing or previous clients.
 - b) Except as required by the Company in the course of the performance of your duties during employment, you shall not, without the Company's prior written counsel, during the term of employment directly, indirectly, or through any third party disclose to any third person, including your agents, affiliates, partners, shareholders, partnerships, corporations, subsidiaries, joint ventures, any such confidential and proprietary information or trade secrets of the Company. 'Confidential and proprietary information' and/or 'trade secrets' shall include, without limitation, the names, addresses, telephone numbers of, and any and all other information pertaining to, any and all of the Company's clients and/or their representatives and/or contact persons and/or its employees.
 - c) During your employment with the Company you shall not, directly or indirectly, either or through or jointly with any third party, approach, solicit interfere with, entice away from the Company or its affiliates any client or its affiliates, nor attempt to discourage any clients of the Company or its affiliates from dealing with the Company or its affiliates, nor provide any services to any client of the Company or its affiliates which are in competition with the Company or its affiliates.

In view of the nature of the trade secret and confidential and proprietary information of the Company that would be available to you and the legitimate interest of the Company to protect the said information, the restrictions aforesaid are considered by the company and you to be reasonable in all circumstances. It is however agreed that if any one or more of such restrictions shall either taken by itself or themselves together be adjudged to go beyond what is reasonable in all circumstances for the protection of Company's legitimate interest but would be adjudged reasonable in all circumstances for the protection of the Company's legitimate interest if any particular restriction or restrictions were deleted or if any part or parts of the wording thereof were deleted, restricted or limited in any particular manner, then the said restrictions shall apply with such deletions, restrictions or limitations, as the case may be.

- 6.10 You further agree that the Company shall be entitled to injunctive relief as well as damages for any violation by you of the above-mentioned confidentiality provisions (which shall survive the termination of employment).

- 6.11 You shall not any time, after termination of your employment, for whatever reason, either personally or through any agent directly or indirectly represent yourself as being in any way concerned with or interested in the business of the Company.
- 6.12 You also agree that you shall not be joining any competitor (as described above) upon leaving of services (Voluntary) for a period of three month post your termination of employment contract. If found guilty company deserve the right to file a legal case against to take necessary action.

7. INTELLECTUAL PROPERTY RIGHTS

- 7.1 All designs, business practices, discoveries, inventions, ideas, improvements, specifications, drawings, works, systems software, programs, manuals, materials, documentation, copyrights, patents, trade names, trademarks, knowledge and information, whether or not registerable ("Intellectual Property") which may now or hereafter be made, created, developed or conceived by you (whether alone or jointly with **GAMANA SOLUTIONS LLP** including its officers, employees or agents) in the course of, in connection with, arising out of, or resulting from (or which may reasonably be expected to be in the course of, in connection with, arising out of or resulting from) the work done at **GAMANA SOLUTIONS LLP** shall be the sole property of the Company.
- 7.2 In the event you either alone or jointly with any other person during the course of, in connection with, arising out of or resulting from your employment make, edit or create any Intellectual Property, you undertake that you shall:
 - (a) Immediately and fully disclose the Intellectual Property to the Company and shall deliver to the Company all papers, workings, and specifications relating thereto; and
 - (b) Assign and transfer to the Company all the rights, title and interest relating to the Intellectual Property without any additional remuneration, and shall not have any personal right in or to use of Intellectual Property.

8. GOVERNING LAW

- 8.1 This agreement shall be governed by, construed and enforced in accordance with the laws of the Republic of India.
- 8.2 Any dispute arising out of the employment or Terms & Conditions of service shall be subject to the jurisdiction of a competent court in **BENGULURU**.

9. TERMINATION, ASBENCE & RETIREMENT

- 9.1 During the probation period, your employment can be terminated by giving 30 days' notice of separation from either side. After confirmation, this period would be **Two month (60 days)** notice of separation or basic salary in lieu of notice from either side. You shall NOT be allowed to adjust your Leave against the notice period.
- 9.2. On termination of employment and/or your resignation, you will immediately hand over to the Company all Company assets, accessories, software, documents, specifications, books, etc. of whatsoever nature in your possession, care or charge and obtain clearance from the relevant person(s), on production of which alone your dues, if any, will be settled by the Company.
- 9.3. The Company reserves the right to terminate your services without any notice or salary in lieu thereof on grounds of misconduct, disloyalty, commission of any act involving moral turpitude or any acts of indiscipline, or breach of conduct.

9.4. You shall retire from the services of the Company on attaining the age of **58 or earlier**, if found medically unfit for the job assigned to you at the sole discretion of the Company. The date of birth as submitted by you at the time of joining the services of the Company will be treated as binding and final. The Company may at its sole discretion extend the Terms & Conditions of employment beyond the age of retirement.

9.5 You will also be entitled to Gratuity as per the payment of Gratuity Act.

9.6 If you are absent for a continuous period of 8 days without leave or without obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.

10. GENERAL

10.1 At the time of joining, you shall submit copies of the List of documents stated in the offer letter Annexure that was given to you.

10.2 Your appointment is made on the basis of your having furnished to the Company correct information and documents. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to terminate your employment with forfeiture of the right to notice or salary in lieu thereof.(past record).

10.3 You also agree for us to cross check the authenticity of your documents or the information furnished by you to us; through a third party during the course of the recruitment process/when you are an employee of the company.

10.4 Your actions shall be governed by policy on usage of Company's computers, software, and equipment, and internet, e-mail and telecommunications facilities.

10.5 The policies and rules of the Company, as modified from time to time, will be applicable to you. A copy of the same will be available at the time of joining and any changes as and when made by the Company shall be made available to you.

10.6 This letter of offer and appointment is a confidential document and should not be shared with any third party without prior approval from the appropriate authority. Any violation of this term will be treated as a breach of integrity and will lead to the offer of appointment being revoked.

10.7 During the course of your employment, if you at any time render yourself incompetent to perform your duties or if you misconduct yourself or be disobedient, intemperate, irregular in attendance, commit any breach of the terms of your employment or of any of the stipulations herein contained or of Code of Business Conduct of the Company or any Company Policy, the Company shall without prejudice to any of its rights under the terms herein contained or as may be available to it, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and to deduct from your salary or other dues, if any, then payable to you, the amount of any loss the Company may have sustained.

10.8 You shall be bound by the Company Policy for the time being in force and as varied from time to time.

10.9 The terms of this offer detailed above are strictly confidential and should be treated as privileged information between you and the Company.

10.10 You are requested to please signify your unconditional acceptance of this offer by signing and returning to us the duplicate copy of this letter.

We are keen to have you as part of our team. We foresee your potential skills as a valuable contribution to our company and clients.

We wish you a fulfilling and exciting career with GAMANA SOLUTIONS LLP!

Agreement of Appointment

This Agreement represents the entire agreement of the parties and it supersedes all prior statements, discussions and understandings and may be amended only if such amendment is in writing and is signed by both parties.

For GAMANA SOLUTIONS LLP

Accepted as per the terms and condition

DocuSigned by:
Lalith Kumar Sabinkar
A00DA4C2B6B340B...


LALITH KUMAR SABINKAR
Managing Director

M HARITHA
JUNIOR SOFTWARE ENGINEER

Annexure A'

Name :	M HARITHA	
Designation :	JUNIOR SOFTWARE ENGINEER	
Location :	BENGULURU	
DOJ :	July 21st 2021	
EMP Code:	GSLLP - 1014	
Particulars	Per Month (Rs.)	Per Annum (Rs.)
Basic	16,250	1,95,000
House Rent Allowance	6,500	78,000
Other Allowance	2250	27000
Cost to Company	25,000	3,00,000
Tax Deductions (Professional tax)	200	2,400
Gross Salary	24,800	2,97,600

For GAMANA SOLUTIONS LLP**Accepted as per the terms and condition**

DocuSigned by:

 A00DA4C2B6B340B...

LALITH KUMAR SABINKAR
Managing Director

M HARITHA
JUNIOR SOFTWARE ENGINEER

Confidential – Important HR Policy & Update Effective May 2020

Working hours:

As per statutory norms we are suppose work for 48hrs (productive) maximum per week.

You are entitled for a weekly off not exceeding 10 working days.

Leave management:

Any emergency leave will be sanctioned only once in 6months (maximum of 2 days)

Any leave ≥ 2 days have to be pre-planned & have to get minimum one-week prior approval (emergencies are always considered based on the need of the hour) else the leave is rejected.

Leave Policy:

Tenure:

≤ 6 months – Not eligible for paid off per month (Considered as Loss of pay)

≥ 6 months – eligible for 1 day paid off per month (cannot be carried forward more than 2 leaves per month)

≥ 12 months – eligible for 1 day paid off per month (cannot be carried forward more than 2 leaves per month)

Termination:

Anyone absconding from duty without prior notice & approvals, the company will have rights to hold your payment effective the last working day towards full & final settlement.

The full & final settlement will be closed for the employee on or before 45 working days from the last working day.

(**** Conditions apply ****)

***** Note: This email cannot be shared with anyone & cannot be forwarded through email too ******

Good Luck for your future at Gamana Solutions LLP,

For GAMANA SOLUTIONS LLP

DocuSigned by:
Lalith Kumar Sabinkar
A00DA4C2B6B340B...

LALITH KUMAR SABINKAR
Managing Director

Accepted as per the terms and condition

M HARITHA
JUNIOR SOFTWARE ENGINEER

DOC: -SA/TA/Hyd/2021/2059

Date: -31/05/2021

Dear Sadhica Bolledula

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2060

Date: -31/05/2021

Dear K.Rishitha

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2061

Date: -31/05/2021

Dear Rahul Shivansh B

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2062

Date: -31/05/2021

Dear Syed Raza Ahmed Quadri

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2063

Date: -31/05/2021

Dear Shaik Aslam Pasha

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.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed
by MANISH
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2064

Date: -31/05/2021

Dear Bhagyaraj Joseph

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2065

Date: -31/05/2021

Dear Vempati Venkata Naga Sai Surya Vamsi

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2066

Date: -31/05/2021

Dear P. Veeru Priya Darshan

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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2067

Date: -31/05/2021

Dear Aleena Sultana

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 **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2068

Date: -31/05/2021

Dear Mir Hamzza 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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The training will commence on **04/10/2021**. 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:
2021.05.31

Manish Modi
Manager Recruitment

DOC: -SA/TA/Hyd/2021/2069

Date: -31/05/2021

Dear Sandeep Nune

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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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
MODI Date:
2021.05.31

Manish Modi
Manager Recruitment



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 21/07/2021

To

Sulegam Anand

Employee Code: _PS04433

Dear Sulegam,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be working from home and in the domestic process

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

Annexure – A

Emoluments can be bifurcated as under:

Basic Pay	18400	220800
House Rent Allowance	9200	110400
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
Gross Salary	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

1. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. Probation

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

3. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

4. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent

rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

1. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

2. Annual Leave:

You will be entitled to 4 annual leaves for every completed quarter at the company.

3. Termination of Service:

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

4. Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



"I hereby accept this offer and I Confirm that I have signed out of the placement process"

Signature

Date



planetspark

WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 21/07/2021

To

Abhishek chauhan

Employee Code: _PS04432

Dear Abhishek,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be working from home and in the domestic process

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.
Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

Annexure – A

Emoluments can be bifurcated as under:

Basic Pay	18400	220800
House Rent Allowance	9200	110400
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
Gross Salary	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC		590400

During first month fixed component will be 20000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

1. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. Probation

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

3. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

4. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent

rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

1. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

2. Annual Leave:

You will be entitled to 4 annual leaves for every completed quarter at the company.

3. Termination of Service:

Either party can terminate this employment by serving a notice of one week on the other. The Full and Final settlement will be processed after 45 days from the last working date.

4. Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



"I hereby accept this offer and I Confirm that I have signed out of the placement process"

Signature

Date



WINSPARK INNOVATIONS LEARNING PVT LTD.
1108-1109, 11th floor, JMD Megapolis, Sohna Road, Gurgaon
<http://www.planetspark.in>

Offer Letter

Date: 21/07/2021

To

Mohammed Adil

Employee Code: _PS04435

Dear Mohammed,

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **17th August 2021**. You will be working from home and in the domestic process

You will be paid gross emoluments and incentives as detailed in Annexure – A.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.
Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY
Encl.: As above

Annexure – A

Emoluments can be bifurcated as under:

Basic Pay	18400	220800
House Rent Allowance	9200	110400
Medical Allowance	2000	24000
Supplementary Allowance	2000	24000
Gross Salary	27400	328800
*Performance Linked Incentive based on Individual Target	20000	240000
Employer PF Contribution	1800	21600
Total CTC		590400

During first month fixed component will be 25000 INR and second month onwards CTC will be revised according to annexure A.

Annexure – B

1. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. Probation

You will be in probation period of 21 Days from the date of joining and will not be confirmed if you are unable to get license to sell i.e. successfully complete the training within 21 days of joining.

3. Nature of Work:

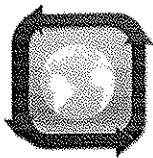
You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

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You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent



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Eunimart Multichannel Private Limited
H. No. 8-2-703/5, 1st floor,
Bhola Nagar, Banjara Hills Road No 12,
Hyderabad – 500034.
hr@eunimart.com
www.eunimart.com
08TH June 2021, Tuesday

Internship Offer Letter

Dear Sai Naga Kiran Palati,

We are delighted and excited to Welcome you to Eunimart Multichannel Private Limited as Operation – Intern. At Eunimart Multichannel Private Limited, we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful experience with us.

You will be entitled to a Stipend of INR 10,000.00 (Rupees Ten Thousand Only) per month including Deductions & Income Tax as applicable by Indian Government.

You will be on Internship for a period of 06 months. Your confirmation will be subject to satisfactory performance during the Internship period.

Your Date of Joining at Eunimart Multichannel Private Limited would be from 10TH June 2021, Thursday. You shall need to use your own laptop for work.

Your working location will be in Hyderabad.

I request you to revert with an acceptance of the Designation & Stipend offered. On receiving a confirmation, a joining letter will be provided.

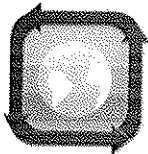
Looking forward to a rewardful journey for everyone.

Declaration

I have carefully read and understood the above Terms and Conditions and agree that the provisions of this and the Annexure are reasonable and necessary, and accept the same irrevocably and unconditionally. I agree to update myself of all Company Policies including HR Policies and Code of Conduct and associate related guidelines shared by the Company and adhere to them during my tenure of Employment with the Company.

Signature :

Name : Sai Naga Kiran Palati
Date : 08-06-2021



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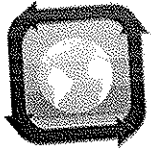
ANNEXURE

List of Documents to be submitted a week prior to your date of joining.

You are requested to Email Self Attested Scanned Copy immediately.

On the 1st day of joining date, bring the below mentioned documents in Original for verification and kindly show them to the HR.

1. Proof of Age (Birth Certificate / School Leaving Certificate);
2. Identity Proof (Voter Card / Aadhar Card / Passport);
3. Educational and other Qualification Certificates;
4. PAN Card Copy
5. 2 Passport Size Photos



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www.eunimart.com
08TH June 2021, Tuesday

Internship Offer Letter

Dear Sulegam Anand,

We are delighted and excited to Welcome you to Eunimart Multichannel Private Limited as Operation - Intern. At Eunimart Multichannel Private Limited, we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful experience with us.

You will be entitled to a Stipend of INR 10,000.00 (Rupees Ten Thousand Only) per month including Deductions & Income Tax as applicable by Indian Government.

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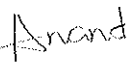
Your working location will be in Hyderabad.

I request you to revert with an acceptance of the Designation & Stipend offered. On receiving a confirmation, a joining letter will be provided.

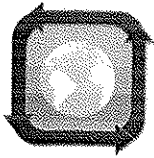
Looking forward to a rewardful journey for everyone.

Declaration

I have carefully read and understood the above Terms and Conditions and agree that the provisions of this and the Annexure are reasonable and necessary, and accept the same irrevocably and unconditionally. I agree to update myself of all Company Policies including HR Policies and Code of Conduct and associate related guidelines shared by the Company and adhere to them during my tenure of Employment with the Company.

Signature : 

Name : Sulegam Anand
Date : 08-06-2021



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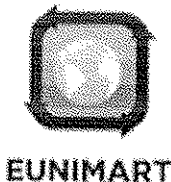
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On the 1st day of joining date, bring the below mentioned documents in Original for verification and kindly show them to the HR.

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08th June 2021, Tuesday

Internship Offer Letter

Dear Mohammed Abdul Rehman,

We are delighted and excited to Welcome you to Eunimart Multichannel Private Limited as Operation - Intern. At Eunimart Multichannel Private Limited, we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful experience with us.

You will be entitled to a stipend of INR 10,000.00 (Rupees Ten Thousand Only) per month including Deductions & Income Tax as applicable by Indian Government.

You will be on Internship for a period of 06 months. Your confirmation will be subject to satisfactory performance during the Internship period.

Your Date of Joining at Eunimart Multichannel Private Limited would be from 10th June 2021, Thursday. You shall need to use your own laptop for work.

Your working location will be in Hyderabad.

I request you to revert with an acceptance of the Designation & Stipend offered. On receiving a confirmation, a joining letter will be provided.

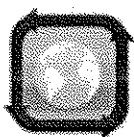
Looking forward to a rewarding journey for everyone.

Declaration

I have carefully read and understood the above Terms and Conditions and agree that the provisions of this and the Annexure are reasonable and necessary, and accept the same irrevocably and unconditionally. I agree to update myself of all Company Policies including HR Policies and Code of Conduct and associate related guidelines shared by the Company and adhere to them during my tenure of Employment with the Company.

Signature : 

Name : Mohammed Abdul Rehman
Date : 08-06-2021



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ANNEXURE

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3. Educational and other Qualification Certificates;
4. PAN Card Copy
5. 2 Passport Size Photos

India Employment Offer V201705

28.09.2020

Mr. K SAI CHARAN
Hyderabad

Dear **K SAI**,

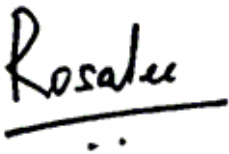
I would like to personally welcome you to Mindtree Limited and am confident that you will build a long and mutually rewarding career with Mindtree. I strongly believe that it is individuals like you along with existing Mindtree Minds that can build a globally respected, successful and expertise-led company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident & Active". In addition our Mission, Vision & Core values guide all our business transactions.

I sincerely hope that, you will grow with us and together we will build a memorable institution.

Enclosed please find your employment contract and other relevant details for your review and acceptance.

Looking forward to seeing you soon in Mindtree.

Thanks and regards



Rosalee M Kombial
Vice President-People Function



28.09.2020

To

Mr. K SAI CHARAN
Hyderabad

Sub - Employment Offer Letter

Dear K SAI,

We are pleased to make an offer to you to join Mindtree Limited. ("Company/ Mindtree/ Employer/ We/ our/ us), at our Hyderabad office as Senior Engineer in competency Level C2.

Your total cost to Company will be Rs. 650,004 per annum (this includes 12.00% Bonus) at the commencement of your service. You can get more details regarding bonus plan on joining. Details of the salary structure are given in Exhibit 2.

1. TERMS & CONDITIONS

This employment offer along with its Exhibits contains broad terms and conditions of service governing your employment. You are also bound by the terms in the attached Exhibits, the additional documents you execute upon joining Mindtree and other terms and conditions communicated to you from time to time including but not limited to Mindtree's Policies, rules, regulations and Code Of Conduct ("Policies"). You are requested to contact the People Function Representative for any clarifications on Policies, which are applicable to you and also refer the Mindtree intranet portal for Policies and updates.

Your employment is offered with a clear understanding that your employment is on a whole-time basis and that you will not undertake any other part time/full-time work, without the prior written consent of the Company. Other than the compensation mentioned herein, no additional payments will be due to you. We expect you to keep the compensation details confidential at all times.

2. TRANSFER

You could be transferred at Company's discretion to any of other offices/branches/subsidiaries/affiliates/ holding company/department in India or outside India, should the need arise including client location on whose projects you have been deployed. You will abide by the Company's Policies as may be in effect from time to time with respect to your role, function, grade or location where you work in. In case you are deputed to a client location, you shall abide by the client policies applicable to you so that you do not commit any breach which adversely impacts Mindtree.



3. RETIREMENT

Subject to your physical fitness, mental fitness, compliance with our Policies and any other rules of the Company established from time to time and performance of your role, you shall retire on the last day of the month of your sixtieth birthday unless an earlier date is decided mutually or under a change in laws applicable to you. For the purpose of age calculation, the date of birth as declared in the Mindtree application form will be treated as final.

4. INTELLECTUAL PROPERTY RIGHTS

If you, by virtue of your employment, conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the Company or create documents, reports or any other material capable of intellectual property protection, those, will be fully communicated to the Company and will remain sole right/property of the Company. Additional terms and conditions related to intellectual property and non-compete are contained in the Exhibit 1 which you should carefully read and abide by.

5. CODE OF CONDUCT AND OTHER REFERENCES

An essential conditions of your employment is to abide by the Mindtree Policies and all other rules notified from time to time. We recommend that you refer the Mindtree intranet and other available resources from time to time and keep in mind the terms and conditions of the Exhibits, the Mindtree Policies and other documents that you sign upon joining Mindtree. Any breach of Code of Conduct or any Mindtree Policies may result in termination of your services for breach without notice or compensation.

6. TERMINATION

Either party may terminate the employment by giving the other party three months prior notice in writing. Waiver of notice period where you have initiated a termination of your employment by resigning on your own is at the sole discretion of the Company.

Where circumstances so require, the Company, at its sole discretion, may terminate your services with immediate effect by paying three month's salary and allowances, if any, in lieu of notice, without assigning any reason thereof.

In case we terminate your service due to your actual or likely breach of Code of Conduct, Policies, or for an event of sexual harassment, any offense, breach of laws, or under any disciplinary proceeding or like reasons of default, which results in termination for cause, then no notice or notice pay in lieu of notice shall be due to you.

7. TAX IMPLICATIONS

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes. Mindtree shall make deductions of tax as required by law. Any false declarations in respect of financial disclosures shall be a cause for termination at Mindtree's discretion.



8. BACKGROUND CHECK & REFERENCES

We would be conducting a background and reference check on your employment details upon consent.

Your employment with us and your continuation in service is contingent upon (i) our obtaining a satisfactory report on the background check conducted by our approved agency relating to employment, experience, details provided in Your application etc. and (ii) your eligibility to work for the Company such as no non-compete restrictions.

If any of the information provided by you is found to be inaccurate now or later, or if you suppress any material information, Mindtree at its sole discretion can take necessary action including but not limited to termination of employment with or without notice or compensation. In certain client projects, our clients may request additional checks which you shall comply with.

In securing this offer, you have represented that you have certain educational qualifications and professional experience. Hence We understand that you shall provide proofs of such qualifications and experience which We find satisfactory when asked by us or our background check agencies.

In the event of non-cooperation with the background check process, including but not limited to non-submission of requested documents and lack of response to calls and/or mails, Mindtree may, at its sole discretion, choose to terminate the employment contract between Mindtree and you with or without notice or compensation.

9. TRAINING, RELEVANT SKILL SET, PERFORMANCE MANAGEMENT & SALARY REVISION

We provide various training resources and You will be required to undergo relevant trainings from time to time to ensure that your skills are relevant to our business needs. You understand and acknowledge that you need to be productive at all times.

You will be eligible for performance review according to the Policies of the Company. Your career and compensation progression will be based your performance and Company's Policies prevailing at that point of time.

10. PERSONAL DATA

For the purposes of your employment with us, We need to collect, hold, process and transfer your Personal Data about you (such as your name, date of birth, education, contact information, PAN, Aadhar number etc.) as it is necessary for the administration, management and performance of your employment contract. We shall provide you a Privacy Notice upon acceptance of this offer to make you aware of what personal data We collect, how We use it and how We protect it during the course of your employment with us.

11. VALIDITY, ACCEPTANCE AND DATE OF JOINING

Your appointment will be effective on your joining date i.e 01.10.2020. Please contact us immediately if you require different joining date. This offer of employment will be withdrawn if you are unable to confirm your acceptance within five days of this employment offer or if we are unable to agree on an alternate joining date.

To accept this employment offer, You are requested to sign this employment offer. On the date of joining you are required to get a copy of your acceptance.



In the event that you accept this employment offer by signing this letter, the terms and conditions herein are deemed to be the employment contract along with the Exhibits attached hereto and the other documents which you sign on the date of joining ("Employment Contract"). Hence the validity of the terms and conditions herein gets extended and apply to your entire tenure with the Company and survive as mentioned in certain provisions herein. We may terminate the Employment Contract if you do not join the services on the joining date.

We understand that you have not paid any money, gifts or other benefits of any kind to anyone to have an opportunity to interview with Mindtree or to secure this employment offer. Any use of such means to secure employment may call for termination of this employment offer or the employment at any point of time later.

We are confident that you will advance professionally and financially with us through your diligence and professionalism. We appreciate your acknowledging the receipt of this letter and acceptance of this employment offer within five days from the date mentioned in this letter, failing which the employment offer stands withdrawn.

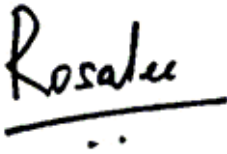
12. NON-DISCLOSURE OF CONFIDENTIAL INFORMATION AND TRADE SECRET

Confidential Information : Confidential Information includes but is not limited to our or our affiliates, holding company, partners, vendors, client' trade secrets, research and development work, source code, object code, runtime libraries, system documentation, software-related documentation, system configurations, hardware design, firmware design, icons, business and product plans marketing techniques, rate cards, commercial documents and contracts, client information, financial information, sales information, compliance information, business pipelines, SOWs, Proposals, Request For Proposal, Request For Information, client and supplier lists, construction layout, and operation of Mindtree 's facilities and equipment, information pertaining to internal, external, business operations, information revealed to Mindtree by its clients and other third parties which we are obligated to keep confidential and any other information that maybe be considered by us as Mindtree 's Confidential Information under applicable laws. Confidential Information shall not include Information which is in the public domain or which becomes part of the public domain by publication or otherwise through no action or fault of yours or Information which You can prove was in your possession at the time of disclosure and was not acquired directly or indirectly from Mindtree or Information, which was received by You from a third party having the legal right to transmit that information.

You shall abide by the confidentiality obligations and You shall not, except as authorized in writing, reveal/disclose/disseminate to any person or entity including competitors or persons involved directly or indirectly in allied trade, any of the trade secrets or any Confidential Information. Additional terms and conditions related to confidentiality are contained in the Exhibit 1 which you should carefully read and abide by.

Yours sincerely,

For Mindtree Limited.




Rosalee M Kombial
Vice President-People Function

Acceptance

I, K SAI CHARAN, have read and understood the above employment offer terms and agree to accept the employment on the terms and conditions mentioned in this employment offer and the Exhibits attached hereto. My acceptance of this employment offer terms constitutes a valid Employment Contract between Mindtree and me.

Name : K SAI CHARAN

Signature : 

Place : **MAHABUBNAGAR**

Exhibit 1 - INTELLECTUAL PROPERTY PROTECTION AND NON-COMPETE AGREEMENT

THIS AGREEMENT FOR INTELLECTUAL PROPERTY PROTECTION AND NON-COMPETE is executed between Mindtree Limited, incorporated under the Indian Companies Act 1956 with its registered office at Mindtree Ltd., West Campus, Global Village, RVCE Post, Mysore Road, Bangalore-560059, hereafter referred to as "Mindtree" and **K SAI CHARAN** hereinafter "You" upon acceptance of the employment offer and joining Mindtree in an employee status under the Employment Contract.

Your employment commences on the date of joining Mindtree as mentioned in the Joining Report you sign. This Agreement is deemed effective from such joining date.

You understand that Mindtree has developed and uses commercially valuable information including but not limited to technical, non-technical and other information in the various existing and projected areas of our business. To protect our legitimate interests, it is necessary to protect certain information (1) as confidential and trade secret and/or (2) by intellectual property rights such as patent, copyright, and/or other means of protection available under the laws (Information).

You may become acquainted and deal with such Information and may contribute to such information during employment. Hence to protect such valuable information, in consideration of the compensation Mindtree provides to You, You hereby accept the terms and conditions below:

1. DEFINITIONS

As used in this Agreement, the terms have the below definitions and as defined in the Employment Offer above:

- a) "Cause for termination." "**Cause**" shall be defined to mean any reason or rationale for which Mindtree in its sole discretion and reasonably discretion deems it necessary to terminate, dismiss or suspend your services. Causes for dismissal include but not be limited to: Misconduct or negligence in the performance of, or persistent failure to perform your duties of employment; Commission of an act of dishonesty, disloyalty of fraud in connection with your employment; Drug or alcohol use, or being under the influence of same, during working hours or on duty of Mindtree, conviction of, or plea of nolo contendere in, a crime, whether or not related to your employment; Breach of the provisions of this Agreement, conditions of the Employment Offer, Code of Conduct procedures or breach of Mindtree or applicable client policies, commission or omission of any act which is detrimental to reputation of the Company.
- b) "**Client**" shall mean such entities which are engaged or in the process of or have the prospect of entering into a business relationship with Mindtree or its affiliates or subsidiaries.
- c) "**Compensation**" means all payments and benefits provided to You by Mindtree during your employment, including, but not limited to, those set forth in the Employment Offer which shall be sufficient for and be deemed to be part of consideration for this Agreement as well.



- d) **"Output"** means those work products including but not limited to codes, derivatives customizations, enhancements, applications, documents, reports, proposals, statements, work flows and all other material. You make resulting partly or wholly from your employment with Mindtree.
- e) **"Employer or Company"** means Mindtree Limited and any business entity, which may be a subsidiary or affiliate of Mindtree Limited.
- f) **"Intellectual Property"** means all innovations, inventions, technology, engineering, trade secrets, trademarks, patents, copyrights to any copyrightable material, software systems, designs, programs, improvements, modifications, marks, mask works, new ideas, concepts, work products and developments, publications, manuals, business procedures, business, operational and marketing plans, programs, and processes, policies, techniques, know-how and methods of operations of Mindtree, including any such items developed, conceived or originated, either individually or jointly with others, by You during the course of your employment with Mindtree. The definition of "Intellectual Property" is intended to have the broadest meaning as permitted under applicable laws.
- g) **"Prospect"** means and includes the entities with which Mindtree aspires to have a business agreement or understandings.
- h) **"Restricted Period"** shall mean the period of employment and a further period ending 12 months following the termination/resignation or superannuation or otherwise ending of employment with Mindtree.

2. REPRESENTATIONS AND WARRANTIES.

You represent and warrant that:

- a) Your employment with Mindtree does not cause directly or indirectly the breach of any agreements between You and third parties and you have no conflict of interest in your employment with Mindtree.
- b) You warrant that Mindtree is the sole and exclusive owner of all rights and remedies in Confidential Information you receive from Mindtree and Intellectual Properties you create for Mindtree.
- c) You shall not engage in any action, or refrain from engaging in any action, where such action or inaction or act or omission may cause directly or indirectly the breach of any agreements between You and third parties including but not limited to confidentiality or non-disclosure agreements or breach of Intellectual Property Rights. In particular, You shall not bring into Mindtree any of pre-existing intellectual property of your past employers or other third parties and use them in creation of any of your work product for us.
- d) You shall devote full time and attention to your Mindtree employment and perform your obligations in full compliance of Policies/practices of Mindtree as updated from time to time.
- e) The Compensation included in the Employment Offer is the full and total compensation for the services and for the commitments made under this Agreement. You are not entitled any other compensation which is not included in the Employment Offer including, but not limited to, royalties, bonuses, and additional benefits.



- f) You agree to hold in confidence all Confidential Information disclosed to you or developed by you in connection with the employment and agree that Mindtree is the sole and exclusive owner of all rights and remedies therein. You shall not, without our written permission use the Confidential Information for any reason other than to enable You to properly and completely perform the employment obligations. You shall not reproduce or make copies of the Confidential Information or of your Output, except as required in the performance of the employment.
- g) Upon termination of employment for any reason whatsoever, You shall promptly return all Confidential Information and all correspondence, drawings, blue prints, manuals, letters, notes, notebooks, reports, flowcharts, programs, proposals, documents concerning our Clients and all other documents, writings, and materials, laptops, software, tools or other assets utilized by You together with any copies or other reproductions thereof made by You or in your possession or control.
- h) You have a 'Duty to Speak' and You shall immediately notify us of any information or event which comes to your attention which indicates there has been or might be a loss of confidentiality of such Confidential Information or an actual or potential compromise of Mindtree or its Clients' Intellectual Property Rights.
- i) You agree to abide by the requirements defined under any security, privacy or other regulations or certifications which Mindtree is obligated to comply or is certified to be certified in future.
- j) You shall comply with all reasonable requirements/obligations which Mindtree or its Clients require You to undertake including additional background checks or verifications from time to time, access restrictions, trading compliance requirements etc.

3. INTELLECTUAL PROPERTY OBLIGATIONS

- a) All works resulting from your employment are "works made for hire" as defined by international copyright laws. You shall promptly disclose to us and or to our Clients as necessary, in writing if requested, any and all inventions conceived or made by You during the period of your employment.
- b) You hereby assign all of your interests in your Output to Mindtree. Without any additional Compensation or payments of any kind, you shall execute any and all applications, assignments or other instruments which are deemed necessary to apply for Intellectual Property Rights registrations anywhere in the world.
- c) You shall comply with all Mindtree and its Clients' policies that may be in effect from time to time relating to record keeping related to Intellectual Properties.
- d) You shall place all appropriate notices of patent rights, trademark rights, and copyrights and all other Intellectual property Rights on all works resulting from your employment.
- e) You understand that subsequent to the employment termination or retirement as the case may be, your assistance may be needed in regard to securing, defending or enforcing any Intellectual property Rights



in which you may have been an inventor or co- inventor. If your assistance requires substantial utilization of your time, We shall pay reasonable compensation at a rate to be agreed but not higher than the last salary paid to you by Mindtree. Such assistance may include but may not be limited to executing any and all documents, patent, copyright or other applications and assignments to us or our designee (s), making and keeping proper records, and giving evidence and testimony.

f) In case of a dispute between You and Mindtree where you have or are alleged to have copied or published or distributed or have done any act in respect of our Confidential Information or our Clients' Intellectual Property which has breached or is likely to breach our rights and remedies herein, the presumption of a breach by you shall be at the highest level allowed by law and the burden of proving otherwise shall rest with you.

g) The terms of this section shall survive termination of your employment or retirement.

4. INDEMNIFICATION

You shall indemnify Mindtree, its directors, employees from and against any loss, damage, or injury Mindtree suffers or is likely to suffer as a result of any of your breach of this Agreement, breach of any third party intellectual property by You, breach of the terms of your Employment Contract or that of Mindtree's Policies/practices and for all acts or omissions. Such indemnity shall include but not be limited to losses, damages, injuries, or liabilities, losses, expenses, attorney fees, liabilities, costs of suits, costs or arbitration, or costs or appeal, etc. The indemnity obligation herein shall survive of your employment or retirement.

5. REASONABLE NON-COMPETE

i) You warrant that during the Restricted Period:

a) You shall not engage directly or indirectly in any professional services or employment nor advice, manage, render or perform services to or for any person or entity during the term of your employment with the Company. You agree that Mindtree's services are highly specialized. You further agree that the identity and particular needs of the Mindtree's Clients are not generally known in the industry. Documents and other information regarding Mindtree's services, pricing and cost as well as information pertaining to Mindtree's Clients including but not limited to identity, location, service requirements and charges to the Clients are highly confidential and secret and hence, you shall not for a period of one year from the termination/ retirement / resignation / severance of your contract of employment for any reason whatsoever, directly or indirectly engage yourself in any capacity in any professional service or employment which is engaged in a business competitive to that of the Company within the geographical location wherein the Company does its businesses. You are, however free to engage yourself in any profession or employment provided your such future engagement is not competitive and such engagement is in full compliance of all the terms of your employment terms.

b) Shall not own an interest in any business which directly competes with Mindtree, except, however, nothing herein shall preclude You from owning, as a passive investor, up to one percent (1 %) of the outstanding shares in a publicly traded Company for the shares of which an active public trading market exists.



c) And during the term of your employment, shall not under any circumstances, directly or indirectly solicit or attempt to solicit the Mindtree's and/or any of its subsidiaries' and/or affiliates' and/or group companies' personnel to leave the employment of Mindtree and/or any of its subsidiaries and/or affiliates or apply for employment with any third party or encourage such personnel of the Company. You have further agreed that you shall not engage in soliciting business or allied business that is in any way similar, identical or competitive with the business, activities, services of the Company, or with those Clients of Mindtree with whom you may have had any contact during your employment and for a period of one year after your employment ceases with us.

ii) During your employment, you shall not establish, work for, consult to, or assist in any way, whether in a paid or unpaid capacity, any individual, partnership or other business entity or associate as a sole proprietor, owner, employer, partner, principal, joint venturer, associate, consultant, contractor or otherwise which competes with Mindtree with respect to any of the services, products, trade secrets, Information, Inventions or other matters of Mindtree unless expressly such association has been preapproved in writing by Mindtree.

You confirm that you have assessed the terms of this section carefully and accept these upon having conducted appropriate verifications of your own.

6. GENERAL

a) In the event of any material breach of any obligation of this Agreement, Mindtree reserves the right to take any appropriate legal action before the competent local court. Additionally, in view of the nature of IT Services business where a breach can cause irreparable loss or damage, Mindtree may at its sole discretion seek immediate injunctive relief or specific performance of your obligations in addition to any other remedy or damages in law or equity.

b) This Agreement along with conditions of the Employment Offer, the Code of Conduct Procedures, the Joining Report and Mindtree Policies form the framework of your Employment Contract and governing conditions.

c) If any provision of this Agreement shall be held by a court of competent jurisdiction to be contrary to law, the remaining provisions of this Agreement shall remain in full force and effect to the extent possible under applicable laws.

d) Each and all of the provisions of this Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of Mindtree.

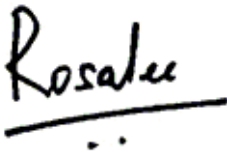
e) This Agreement shall be construed according to the laws of the Republic of India and subject to the exclusive jurisdiction of Bangalore courts.



f) The terms of this Agreement shall remain in full force and effect both during the continuation of your employment, and after termination of the Employment for any reason whatsoever as per survival provisions mentioned herein.

g) Any failure by Mindtree to enforce at any time any of the provisions of this Agreement shall not operate as or be deemed a waiver of such right, privilege or remedy or as a waiver of any preceding or succeeding breach by You.

For Mindtree Limited



Rosalee M Kombial
Vice President-People Function

Read and Accepted

Full Name : K SAI CHARAN
Place : MAHABUBNAGAR
Joining Date : 01.10.2020
Permanent Address : 3-4-82/1
MADEENA MASJID
MAHABUBNAGAR
TELANGANA
509001

Exhibit 2 - Compensation Stack

Name : Mr. K SAI CHARAN
Designation : Senior Engineer
Competency : C2

The detailed break up of your Cost To Company components is given below (all figures in INR per annum)

Basic	260,004
HRA	129,996
FEP	131,724
Provident Fund	31,200
Gratuity	12,480
Insurance Benefits*	6,600
Annual Gross	572,004
Bonus**	78,000
Annual Cost to Company	650,004

Gratuity:

The eligibility and the basis of the gratuity amount will be calculated as per Payment of Gratuity Act & as per the Gratuity policy applicable in Mindtree at any given time.

*** Insurance Benefits:**

- Premium towards Group Medical Coverage (GMC) upto Rs.400,000/- per annum for self and family. Family includes spouse and 2 dependent children. Parents policy & top up options are available and can be availed by paying the premium amount.
- Premium for Group Term Life (GTL) cover for self-up to Rs.2,000,000/-.
- Premium for Group Personal Accident cover for self-up to Rs.1,500,000/-

**** Bonus :**

The bonus component per annum is 12.00% of CTC. This amount is guaranteed and will be payable to you in equal monthly installments. The amount thus payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.





GUIDELINES FOR ONBOARDING PROCESS

1. List of Documents to be submitted on the Day of Joining	2
2. Allowance Related Information	3
3. Relocation Policy	4
4. Maternity Benefits	6
5. Benefits for Person with Disability	7

1. List of Documents to be submitted on the Day of Joining

Note: The following documents are required for your Onboarding formalities. Without these documents, your Onboarding will be delayed.

Document Type	Originals for Verification	Digital Copy for Submission
Employment Documents		
Previous Company Documents Relieving/ Experience/ Service certificates from all your previous companies	Yes	Yes
Immediate Previous Company Documents (<i>prior to Mindtree</i>) Experience Certificate /Relieving Letter / Resignation Acceptance Proof	Yes	Yes
UAN Card (Universal Account Number)		Yes
Identification Documents		
Identity Documents: (All 3 are Mandatory) <ol style="list-style-type: none"> PAN Card AADHAAR Card Passport (First & Last pages) 	Yes	Yes
Colored Passport Size Photographs	3 Copies	
Disability Certificate for Physically Challenged (<i>If applicable</i>)	Yes	Yes
Educational Documents		
Diploma/Graduation & Above Qualifications <ol style="list-style-type: none"> Degree/ Convocation Certificate All Semesters Mark Sheets/ Consolidated Mark Sheet 	Yes	Yes

2 Allowance Related Information

This allowance is applicable for Mindtree Minds in India in T4 to C2 Competency. This allowance is the balancing component of Annual Gross over the summation of other components. The amount will vary depending on one's Total Compensation.

The Mindtree Mind can opt to choose to claim this component as reimbursements towards one or more of the options mentioned below. The limits, terms and conditions and process is detailed below. The maximum that one can claim as reimbursements (from one or more options mentioned below) is limited to the amount mentioned in the compensation stack against this component, subject to the terms and conditions mentioned below. The options will need to be declared in the online declaration module. If chosen not to claim as reimbursement, this will be paid as taxable special pay on a monthly basis.

a) Meal Card:

One can opt of meal reimbursement up to a maximum of Rs.2, 200 p.m. (Rs. 26,400 p.a.) The declared amount will be loaded to the meal card.

b) Leave Travel Allowance:

Mindtree Minds can avail LTA component. Exemption for LTA claims is limited to twice in a block of 4 years. LTA not claimed in the specified block cannot be carried forward to subsequent year in the next block. In order to claim LTA, Mindtree Minds should have taken minimum of 1 day annual leave. LTA can be claimed only for domestic travel (within India) and not for international travel. Reimbursement of travel expenses of self and family members (Dependent - Declared and updated in the system) can be claimed. Travel through own car cannot be claimed under LTA.

The following can be submitted as proof of travel

- Air (Only - Economy Class) - Original air ticket / E ticket+ Boarding pass
- Train - Original train ticket or E-ticket
- Bus - Original bus ticket
- Hired Taxi - Invoice from the travel agency with a trip sheet giving the details of the travel.

Other modes of commutation such as taxi bills for local conveyance etc and hotel bills for staying will not be accepted as proof of claiming the LTA. LTA will not be applicable for the period when Mindtree Mind is deputed onsite on long term assignment or during service break. If the LTA amount declared is not claimed during the year, it will be paid as taxable portion of salary at the end of the year as "Yearend Pay". For Mindtree Minds serving notice period, the balance LTA (if any) will be paid as part of their full and final settlement as a taxable.

c) Special Pay:

The balance Allowance in Lieu of Reimbursement amount, after opting for the options mentioned above, will be added to special pay. This amount, if any, will be paid monthly taxable amount.

d) Yearend Pay

Any unutilized or unclaimed "Allowance in Lieu of Reimbursement" amount will be paid as year-end pay subject to tax along with the payroll for the month of March.

Refer to updated policy in the link below:

<https://peoplehub.mindtree.com/sites/Policies/CandB/Pages/India%20Salary%20Structure%20T4%20to%20C2.aspx?NewLocation=India>

3.Relocation Policy

Objective:

To provide guidelines to new Mindtree Minds for eligible relocation expenses consistent with good business practices and budgetary caps

Applicability:

All candidates who are offered full time employment by Mindtree across competency levels joining any of the Mindtree offices from a different city

Policy Details:

Travel

Mindtree Minds can claim reimbursement towards travel cost of self and dependents (Which can include Spouse, Children and parent/parent-in-laws). The reimbursement is subject to submission of necessary tickets/vouchers, as per limits mentioned in the table below.

Competency	Upto 500 Kms	Above 500 Kms
T4-C3	2ndAC/ CC/ AC Bus	2ndAC/ CC/ AC Bus
C4-C7	2ndAC/ CC/ AC Bus	2ndAC/ CC/ AC Bus/Economy Air
C8& Above	2ndAC/ CC/ AC Bus/Economy Air	2ndAC/ CC/ AC Bus/Economy Air

In case of Mindtree Minds relocating from overseas, travel cost equivalent to economy class air fare for self and Family. Definition of Family will include on self, spouse and children and not include parents and in-laws for this purpose.

Accommodation

Initial accommodation expenses, for not more than 7 days, can be claimed as per below criteria: mentioned below, subject to necessary bills/vouchers.

Competency	Eligible Amount
C1 to C5	INR.10,000
C6 and Above	INR.15,000

In case of international relocation - Initial accommodation of 7 days in Mindtree approved guest house or hotels.

Movement of personal belongings

Expenses towards moving of your personal belongings (household) to the joining location should be as per the entitlement below:

Distance	Eligible Amount
Upto 500 KM	INR.15,000
500-800 KM	INR.25,000
Above 800 KM	INR.35,000

Process

- Relocation reimbursement **should be claimed within one-month** from the date of joining.
- All reimbursements have to be made through Mpower expense claim module.
- All expense reimbursements will be against original / valid receipts only.
- Claims will be reimbursed based on the eligibility criteria defined in the policy.
- In case any Mind quits Mindtree voluntarily within six months from date of joining, Mind is liable to refund all relocation expenses reimbursed by the company.
- Relocation and related expenses thereof are taxable as per the law and such tax will be payable by the Mind.

This relocation policy is subject to change and your relocation reimbursements will be based on the policy in vogue at the time of joining.

Refer to updated policy in the link below:

<https://peoplehub.mindtree.com/sites/Policies/WandE/Pages/Relocation-for-New-Joiners.aspx?NewLocation=India>

4. Maternity Benefits (Applicable only for Lady Minds)

Maternity leave policy is to support women during pregnancy, child birth or related medical conditions and is as per statutory regulations

- This leave is applicable to Lady Mindtree Minds who are eligible for maternity benefits. Eligibility is defined as per the Maternity Benefit Act – to be eligible for the benefits as per this Act, the lady Mindtree Mind must have worked for at least 80 calendar days in the last 12 months preceding the expected date of delivery.
- Maternity leave will be given for 26 weeks (182 calendar days) of which not more than 8 weeks (56 calendar days) shall precede the date of delivery. This includes weekly offs (Saturdays and Sundays) and all public holidays during that period. This benefit will also be applicable for adoptive mothers and commissioning mothers (Refer Definition). In the case of adoption, the age of the child should be less than 5 years
- A surrogate mother can avail maternity leave for a maximum of 12 weeks of which not more than 6 weeks shall precede the date of delivery. This includes weekly offs (Saturdays and Sundays) and all public holidays during that period. (Refer Definition).
- In case of miscarriage or premature termination of pregnancy, Mindtree Mind is entitled to 45 days fully paid maternity leave (including weekly offs and all public holidays).
- In case of Tubectomy, Mindtree Mind is entitled to 15 days leave (including weekly offs and all public holidays) once in Mindtree tenure.
- All rules and regulations as per the Maternity Benefit Act, 1961 would apply.
- In addition to the above benefits the lady minds (& spouse of Mindtree minds) are eligible to claim Insurance benefits towards Maternity and related medical conditions.
- Mindtree provides onsite and offsite crèche facilities to Lady Minds. Creche facility is provided to kids in the age group of 6 months to 6 years. Lady Mind is allowed to make 4 visits to the creche which shall also include the interval for rest allowed to her. Please read the policy in People hub.
- Work from home option can be availed by Lady Minds. Please read the policy in People hub.

Refer to updated policy in the link below:

<https://peoplehub.mindtree.com/sites/Policies/WandE/Pages/Maternity%20Leave.aspx?NewLocation=India>

5. Benefits for Person with Disability

Mindtree offers the below benefits for People with disability on submission of the disability certificate issued by the Ministry of Social Justice and Empowerment of the government of India. This certificate can be handed over along with the qualification & experience letters to the People Shared Services team on Day-1.

On submission of this certificate, a Mindtree Mind can avail the below:

- Tax exemption of INR 1600 per month on Conveyance.
- Deductions of INR 50,000 per annum from taxable income as mentioned in Chapter VIA under section 80U of the Income Tax Act; INR 1,00,000 per annum if the disability is severe (Disability greater than 80%).
- Exemption from deduction of professional tax.

Apart from the above benefits offered by the government of India, A Mindtree Mind with disability can also avail of the following:

- Emergency Medical assistance loan of INR 5,00,000 which is provided to Mindtree Minds and their immediate family members based in India during medical exigencies alone.
- Designated cabs to pick up and drop the Mindtree Mind to office and back on regular working days at 8:30am and 6:00pm respectively at normal transportation charges as borne by any other Mindtree Mind availing regular shuttle service. This is applicable only in locations where shuttle services / company provided transportation is available. Also this benefit is applicable only to those Mindtree Minds who are physically immobile.
- Purchase of Assistive technology products that will aid the Mindtree Mind in the smooth execution of his/her role. This can be used within the office premises alone and cannot be carried home.

If you are a person with disability and require an Assistive technology product (*list of Assistive technology products are mentioned below*), request you to furnish the below details and submit the same to the TA team on the day of joining.

Name: _____

Emp Id: _____

Have you submitted your disability certificate: Yes/No

If yes, please choose your choice of Assistive technology product:

Automatic Wheel chair (*for people who are physically immobile*)

Jaws Screen reading software (*for people with visual impairment*)

Signature: _____

Date: _____



Mindtree

A Larsen & Toubro Group Company

Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.



4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than \$25. If you receive any gifts from a vendor with a value greater than \$25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.



Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."



In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.



Mindtree

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12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and <https://www.mindtree.com>.

Agreed and Accepted

Signature : 

Name : K SAI CHARAN

Date : Sep 28, 2020


Mindtree Offer Letter


Final Audit Report


2020-09-28


Created:	2020-09-28
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0fPkIfQDtbmrkFCgxuZcOn4G4c6rAnqX

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 Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2020-09-28 - 6:49:24 AM GMT- IP address: 20.44.36.220

 Waiting for Signature by K SAI CHARAN (k.saicharan2695@gmail.com)
2020-09-28 - 6:49:29 AM GMT

 Document e-signed by K SAI CHARAN (k.saicharan2695@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
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 Agreement completed.
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