

# **AVANTHI INSTITUTE OF ENGINEERING AND TECHNOLOGY**

(Approved by A.I.C.T.E., New Delhi, & Permanently Affiliated to J.N.T.U.K., Kakinada) NAAC B++ Accredited Institute Cherukupally (Village), Near Tagarapuvalasa Bridge, Bhogapuram (Mandal), Vizianagaram -531162. www.aietta.ac.in, <u>principal@aietta.ac.in</u>

# PLACEMENT DETAILS: 2020-2021

S.No	YEAR	NAME	REGISTER NUMBER	BRANCH	STUDENT CONTACT DETAILS	PROGRAM GRADUAT ED FROM	COMPANY	COMPANY CONTACT DETAILS	PACKA GE
1	2020-21	CH.SURYA MOUNIKA	17991A0518	CSE	9492013998	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
	2020-21	CH.SURYA MOUNIKA	17991A0518	CSE	9492013998	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
2	2020-21	ANNEPU UPENDRA	17Q71A0101	CIVIL	8106153284	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
3	2020-21	CHANDAKA SRIHARI	17Q71A0104	CIVIL	8333024880	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,Ph.No:94920251 26	3.3L
4	2020-21	DAPPODI DIGVIJAY	17Q71A0105	CIVIL	6303273231	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,Ph.No:94920251 26	3.3L
5	2020-21	DAPPODI VANAJAKSHI	17Q71A0106	CIVIL	9989249318	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,Ph.No:94920251 26	3.3L
6	2020-21	GIRADA VYKUNTA RAO	17Q71A0108	CIVIL	9573134557	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,Ph.No:94920251 26	3.3L
7	2020-21	GOKADA BHANU KUMAR	17Q71A0109	CIVIL	7036428703	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,Ph.No:94920251 26	3.3L

8	2020-21	GORRELA PRAVEEN KUMAR	17Q71A0110	CIVIL	8688351918	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,Ph.No:94920251 26	3.3L
9	2020-21	GOTTA GANESH	17Q71A0111	CIVIL	9515542668	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
10	2020-21	KOLLA SRINIVASARAO	17Q71A0112	CIVIL	8179916458	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
11	2020-21	MANYALA RAMAKRISHNA	17Q71A0113	CIVIL	7780650936	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
12	2020-21	MENDA MAHESH	17Q71A0114	CIVIL	6303161475	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
13	2020-21	METTA DEVENDHAR	17Q71A0115	CIVIL	8919370197	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
14	2020-21	MYLAPILLI NAGA RAJU	17Q71A0116	CIVIL	7036536027	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
15	2020-21	NAKKA UMESH CHANDRA	17Q71A0117	CIVIL	8688501393	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
16	2020-21	SAIKRISHNA V	17Q71A0120	CIVIL	9398547340	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
17	2020-21	SINGIREDDI VENKATA RAMANA	17Q71A0122	CIVIL	8297673341	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
18	2020-21	KASARAPU SANDEEP VAMSI	17Q71A0205	EEE	7989610591	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
19	2020-21	KATHARI NAVEEN KUMAR	17Q71A0206	EEE	6304945523	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L

									1
	2020-21	KATHARI NAVEEN KUMAR	17Q71A0206	EEE	6304945523	B.Tech	RAAM GROUP	BALAVARMAN,GLOBAL HR HEAD,7799935258	1.8L
20	2020-21	NEKKALA DEVENDRA	17Q71A0207	EEE	7981009666	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
21	2020-21	NUNE VENUGOPAL	17Q71A0208	EEE	7901440004	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
22	2020-21	PALLA LOKESH	17Q71A0209	EEE	9885984661	B.Tech	IOPEX	LEELADHARR, DIRECTOR, 04446263099	4L
23	2020-21	RATNALA TRIVENI	17Q71A0210	EEE	8185901479	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
23	2020-21	RATNALA TRIVENI	17Q71A0210	EEE	8185901479	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
24	2020-21	REGANI TARUN TEJA	17Q71A0211	EEE	9553446397	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
25 -	2020-21	ROKKAM SAI KISHORE	17Q71A0212	EEE	8977665336	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
25	2020-21	ROKKAM SAI KISHORE	17Q71A0212	EEE	8977665336	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
26	2020-21	SANABONI MADHU	17Q71A0213	EEE	7036822231	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L
27	2020-21	VAKADA JHANSI	17Q71A0214	EEE	7286887248	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L
28	2020-21	YAANDRA SIVA	17Q71A0215	EEE	9160869554	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L

29	2020-21	BANGARI SOMESH YADAV	17Q71A0216	EEE	9989872021	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
29	2020-21	BANGARI SOMESH YADAV	17Q71A0216	EEE	9989872021	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L
30	2020-21	DOGGA JAYAHASHAN	17Q71A0314	MECH	9441464124	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
31	2020-21	GOLLU NAGENDRA	17Q71A0315	MECH	9703722929	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
32	2020-21	GORLI SAI	17Q71A0316	MECH	9059103149	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
33	2020-21	GOTTIPALLI GUNA SHEKAR	17Q71A0317	MECH	9703116310	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
34	2020-21	GOWDA SRINIVAS VIVEK	17Q71A0318	MECH	9885719128	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
35	2020-21	GULLIPALLI YASWANTH NAIDU	17Q71A0319	MECH	9492342678	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
55	2020-21	GULLIPALLI YASWANTH NAIDU	17Q71A0319	MECH	9492342678	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
36	2020-21	GUNA JAGADEESH	17Q71A0320	MECH	9515257481	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
37	2020-21	JAMI SAI KUMAR	17Q71A0321	MECH	8985662718	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
38	2020-21	JAMMU SAIRAM	17Q71A0322	MECH	6300451614	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L

	2020-21	JAMMU SAIRAM	17Q71A0322	MECH	9704543169	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
39	2020-21	K.PRATAP	17Q71A0324	MECH	8142385563	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
40	2020-21	KALLA PRATAP	17Q71A0324	MECH	8142385563	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
40	2020-21	KALLA PRATAP	17Q71A0324	MECH	8142385563	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
41	2020-21	KAMBAPU RAMANA	17Q71A0325	MECH	9963045457	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
42	2020-21	KAKKALA VENKATA RAVI TEJA	17Q71A0326	MECH	9966612453	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
43	2020-21	KELLA VENKATESH	17Q71A0328	MECH	9494526074	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
45	2020-21	KELLA VENKATESH	17Q71A0328	MECH	9494526074	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
44	2020-21	KOLLI RAVITEJA	17Q71A0329	MECH	9000655234	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
44	2020-21	KOLLI RAVITEJA	17Q71A0329	MECH	9000655234	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
45	2020-21	KOTTAPALLI PRUDHVI RAJ	17Q71A0330	MECH	9985292125	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
43	2020-21	KOTTAPALLI PRUDHVI RAJ	17Q71A0330	MECH	9985292125	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L

46	2020-21	N GUNASEKHAR	17Q71A0340	MECH	9948451708	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
47	2020-21	GUNASEKHAR NARAMSETTI	17Q71A0340	MECH	9948451708	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
48	2020-21	PEELA RAMESH	17Q71A0344	MECH	9885650877	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
49	2020-21	PISINI MOHAN	17Q71A0346	MECH	9581228561	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
50	2020-21	S TIRUPATHI RAO	17Q71A0350	MECH	9542182100	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
51	2020-21	TURPATI ASWINI PRASAD	17Q71A0357	MECH	7036298492	B.Tech	YALAMANC HILI IT SOLUTIONS	KEERTHANA,HR,8331978 587	2.1L
52	2020-21	UMMADI APPALARAJ	17Q71A0358	MECH	9063866510	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
53	2020-21	VANJARAPU AJAY KUMAR	17Q71A0359	MECH	9440822830	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
54	2020-21	VECHALAPU MADHAVA NAIDU	17Q71A0360	MECH	7659081099	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L
54	2020-21	VECHALAPU MADHAVA NAIDU	17Q71A0360	MECH	7659081099	B.Tech	YALAMANC HILI IT SOLUTIONS	KEERTHANA,HR,8331978 587	2.1L
55	2020-21	VEERNI ERRAJI	17Q71A0361	MECH	9885203236	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
55	2020-21	VEERNI ERRAJI	17Q71A0361	MECH	9885203236	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L

56	2020-21	VESALAPU CHANDRA HARI	17Q71A0362	MECH	9440043504	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
57	2020-21	A PAVAN KUMAR	17Q71A0405	ECE	8106565698	B.Tech	EFFTRONICS	MADHAVI,HR,7893552233	3L
58	2020-21	M VENKATA LAKSHMI	17Q71A0407	ECE	9347221235	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
38	2020-21	M VENKATA LAKSHMI	17Q71A0407	ECE	9347221235	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L
59	2020-21	SAIRAM CHARAN BEHARA	17Q71A0409	ECE	9704418960	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	SAIRAM CHARAN BEHARA	17Q71A0409	ECE	9704418960	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L
60	2020-21	B DILLESWARI	17Q71A0411	ECE	9160118595	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
61	2020-21	D SRIKANYA	17Q71A0413	ECE	8185064199	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
62	2020-21	D.REVATHI	17Q71A0415	ECE	8096962140	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
63	2020-21	PRIYANKA	17Q71A0416	ECE	7729893925	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	
64	2020-21	SATYA SOWMYA	17Q71A0420	ECE	9398029083	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L

	2020-21	SATYA SOWMYA	17Q71A0420	ECE	9398029083	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	
65	2020-21	G TARUN	17Q71A0423	ECE	9515431388	B.Tech	CAPGEMINI	TEJINDER SETHI, HEAD FRESHER HIRING, 912066991000	4L
05	2020-21	G TARUN	17Q71A0423	ECE	9515431388	B.Tech	INFOSYS	RICHARD LOBO,HR,91802852026	3.23L
66	2020-21	K.VAISHNAVI	17Q71A0424	ECE	9346538843	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
00	2020-21	K.VAISHNAVI	17Q71A0424	ECE	9346538843	B.Tech	YALAMANC HILI IT SOLUTIONS	KEERTHANA,HR,8331978 587	2.1L
	2020-21	K.SHANMUKI	17Q71A0425	ECE	7675934215	B.Tech	INFOSYS	RICHARD LOBO,HR,91802852026	3.23L
67	2020-21	K.SHANMUKI	17Q71A0425	ECE	7675934215	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
	2020-21	K.SHANMUKI	17Q71A0425	ECE	7675934215	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
68	2020-21	K KRISHNA RAO	17Q71A0427	ECE	7801071213	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
69	2020-21	K.LAKSHMI GAYATRI	17Q71A0428	ECE	8639266957	B.Tech	TECH MAHINDRA	SRINIVAS REDDY,HR,ph.no:99667275 27	3.25L
70	2020-21	M.V. RAMA CHANDRA RAJU	17Q71A0436	ECE	8074224499	B.Tech	DELOITTE	CHANDRA SHEKAR,HR, 0404025 7348	7L
71	2020-21	MEDAPALLI HARINI	17Q71A0437	ECE	8919592801	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L

	2020-21	MEDAPALLI HARINI	17Q71A0437	ECE	8919592801	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	
72	2020-21	MEESALA JAGADESH	17Q71A0438	ECE	9948557559	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	4L
73	2020-21	M.SWATHI	17Q71A0439	ECE	7981293324	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
74	2020-21	MOSYA QWINONES	17Q71A0440	ECE	8328366484	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L
75	2020-21	P SWATHI	17Q71A0446	ECE	9121494696	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
76	2020-21	R DIVYA PRABHAKAR	17Q71A0450	ECE	9652223685	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
77	2020-21	R SYAMASUNDARA RAO	17Q71A0452	ECE	6302524315	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
78	2020-21	SRUJANAMURUT HA	17Q71A0454	ECE	7989509192	B.Tech	HP	ph no: 09123451234	5L
79	2020-21	SUDEB DOLUI	17Q71A0455	ECE	8919440633	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
80	2020-21	R.LAVANYA	17Q71A0457	ECE	6302789088	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
80	2020-21	R.LAVANYA	17Q71A0457	ECE	6303833201	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
81	2020-21	SWEETY PATNAIK	17Q71A0459	ECE	9182601986	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L

82	2020-21	SWATHI SEELAM	17Q71A0460	ECE	9963996982	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
83	2020-21	TANGUDU SURENDRA	17Q71A0461	ECE	8247373936	B.Tech	YALAMANC HILI IT SOLUTIONS	KEERTHANA,HR,8331978 587	2.1L
84	2020-21	VADISELA AVINASH KRISHNA VAMSI	17Q71A0462	ECE	7396128325	B.Tech	VIRTUSA	VIRTUSA, HYDERABAD,PH NO: 040- 44528000	4.5L
85	2020-21	VECHALAPU NAGAMANI	17Q71A0465	ECE	9390425503	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
83	2020-21	VECHALAPU NAGAMANI	17Q71A0465	ECE	9390425503	B.Tech	INTILEO	NIKIHAL WHEELSYE,HR,ph.no:9318 365206	2L
86	2020-21	Y RAGHUVARAN	17Q71A0466	ECE	8919260346	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
87	2020-21	K.MOHAN GANESH	17Q71A0469	ECE	8523082333	B.Tech	CAPGEMINI	TEJINDER SETHI, HEAD FRESHER HIRING, 912066991000	4L
67	2020-21	K.MOHAN GANESH	17Q71A0469	ECE	8523082333	B.Tech	IOPEX	LEELADHARR, DIRECTOR, 04446263099	4L
88	2020-21	K.MOHAN GANESH	17Q71A0469	ECE	8523082333	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L
89	2020-21	A.PRAVALIKA	17Q71A0504	CSE	6309404897	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
07	2020-21	A.PRAVALIKA	17Q71A0504	CSE	6309404897	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
90	2020-21	A.PRAVALIKA	17Q71A0504	CSE	6309404897	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L

	2020-21	A.PRATHUSA	17Q71A0505	CSE	7075934250	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
91	2020-21	A.PRATHUSA	17Q71A0505	CSE	8985079296	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
	2020-21	A.PRATHUSA	17Q71A0505	CSE	7075934250	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L
92	2020-21	CH. SURYA MOUNIKA	17Q71A0518	CSE	9492013998	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
	2020-21	CH. SURYA MOUNIKA	17Q71A0518	CSE	9492013998	B.Tech	DELOITTE	CHANDRA SHEKAR,HR, 0404025 7348	7L
93	2020-21	LAXMAN KUMAR DEV	17Q71A0529	CSE	8297671259	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
94	2020-21	G.VAASU	17Q71A0530	CSE	9121061737	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
95	2020-21	J ANIL KUMAR	17Q71A0534	CSE	6305002519	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
95	2020-21	J ANIL KUMAR	17Q71A0534	CSE	6305002519	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L
96	2020-21	K.ANUSHA	17Q71A0535	CSE	8498067681	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
20	2020-21	K.ANUSHA	17Q71A0535	CSE	8498067681	B.Tech	INTILEO	NIKIHAL WHEELSYE,HR,ph.no:9318 365206	2L

	2020-21	K MADHURI	17Q71A0539	CSE	7997896104	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
97	2020-21	K MADHURI	17Q71A0539	CSE	7997896104	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
	2020-21	K MADHURI	17Q71A0539	CSE	7997896104	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
98	2020-21	K SRAVANI	17Q71A0540	CSE	9989406961	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
99	2020-21	K.DHANA SANGEETHA	17Q71A0541	CSE	9182605729	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	K.DHANA SANGEETHA	17Q71A0541	CSE	9182605729	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L
	2020-21	M.KALYAN	17Q71A0547	CSE	9642834844	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	M.KALYAN	17Q71A0547	CSE	9642834844	B.Tech	CAPGEMINI	TEJINDER SETHI, HEAD FRESHER HIRING, 912066991000	4L
100	2020-21	M.KALYAN	17Q71A0547	CSE	9642834844	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
	2020-21	M.KALYAN	17Q71A0547	CSE	9642834844	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L
	2020-21	M.KALYAN	17Q71A0547	CSE	9642834844	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L

	2020-21	M RAMYA	17Q71A0549	CSE	6303642547	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
101	2020-21	M RAMYA	17Q71A0549	CSE	6303642547	B.Tech	TECH MAHINDRA	SRINIVAS REDDY,HR,ph.no:99667275 27	3.25L
	2020-21	M RAMYA	17Q71A0549	CSE	6303642547	B.Tech	WIN WIRE	PAVAN KUMAR,SENIOR HR, 08026587878	3L
102	2020-21	Y.MEGHANA	17Q71A0550	CSE	8466084105	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	Y.MEGHANA	17Q71A0550	CSE	8466084105	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	4L
	2020-21	M SENHA	17Q71A0553	CSE	6302531540	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
103	2020-21	M SENHA	17Q71A0553	CSE	6302531540	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
	2020-21	M SENHA	17Q71A0553	CSE	6302531540	B.Tech	MINDTREE	ROSALEE M KOMBIAL,VICE PRESIDENT,918067064000	3.12L
104	2020-21	N.YAMINI	17Q71A0556	CSE	9121730248	B.Tech	APTROID	SOWMYA REDDI, HR, 7793971413	5L
105	2020-21	P SURESH	17Q71A0556	CSE	9502727749	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
106	2020-21	N.VEERACHARYU LU	17Q71A0559	CSE	7386970994	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L

	2020-21	N.VEERACHARYU LU	17Q71A0559	CSE	7386970994	B.Tech	RAAM GROUP	BALAVARMAN,GLOBAL HR HEAD,7799935258	1.8L
	2020-21	N.VEERACHARYU LU	17Q71A0559	CSE	7386970994	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
	2020-21	N.VEERACHARYU LU	17Q71A0559	CSE	7386970994	B.Tech	REVATURE	ANURADHA SESHAGIRI,HR,044 42016145	2.7L
	2020-21	N.VEERACHARYU LU	17Q71A0559	CSE	7386970994	B.Tech	WIPRO	APARNA SHAILEN,GENERAL MANAGER, 08028440011	3.2L
	2020-21	N.CHAKRADHAR	17Q71A0560	CSE	9182528383	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
107	2020-21	N.CHAKRADHAR	17Q71A0560	CSE	9182528383	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
	2020-21	N.CHAKRADHAR	17Q71A0560	CSE	9182528383	B.Tech	REVATURE	ANURADHA SESHAGIRI,HR,044 42016145	2.7L
108	2020-21	N SIRISHA	17Q71A0561	CSE	7032318845	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
262	2020-21	NOLLI SIRISHA	17Q71A0561	CSE	7032318845	B.Tech	TECH MAHINDRA	SRINIVAS REDDY,HR,ph.no:99667275 27	3.25L
	2020-21	P SURESH	17Q71A0566	CSE	9502727749	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
109	2020-21	P SURESH	17Q71A0566	CSE	9502727749	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	4L
	2020-21	P SURESH	17Q71A0566	CSE	9502727749	B.Tech	TECH MAHINDRA	SRINIVAS REDDY,HR,ph.no:99667275 27	3.25L

110	2020-21	P. NEELIMA	17Q71A0570	CSE	9515575058	B.Tech	INFOSYS	RICHARD LOBO,HR,91802852026	3.23L
111	2020-21	P.SAI PRAVEEN KRISHNA	17Q71A0571	CSE	7702464910	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
112	2020-21	P.PRUDHVIRAJ	17Q71A0572	CSE	6300735733	B.Tech	APTROID	SOWMYA REDDI, HR, 7793971413	5L
113	2020-21	P.NANI MANIKANTA	17Q71A0573	CSE	8897269809	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
	2020-21	P.VENKATA HRUSHIKESH	17Q71A0574	CSE	9177323117	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	P.VENKATA HRUSHIKESH	17Q71A0574	CSE	9177323117	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
114	2020-21	P.VENKATA HRUSHIKESH	17Q71A0574	CSE	9177323117	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
	2020-21	P.VENKATA HRUSHIKESH	17Q71A0574	CSE	9177323117	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
	2020-21	P.VENKATA HRUSHIKESH	17Q71A0574	CSE	9177323117	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	4L
115	2020-21	P.SAITEJA	17Q71A0576	CSE	9182834183	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	P.SAITEJA	17Q71A0576	CSE	9182834183	B.Tech	MINDTREE	ROSALEE M KOMBIAL,VICE PRESIDENT,918067064000	3.12L

	2020-21	P.SAITEJA	17Q71A0576	CSE	9182834183	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
116	2020-21	PUDU SANDHYA	17Q71A0577	CSE	7981119222	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
110	2020-21	PUDU SANDHYA	17Q71A0577	CSE	7981119222	B.Tech	YALAMANC HILI IT SOLUTIONS	KEERTHANA,HR,8331978 587	2.1L
117	2020-21	P.VENU	17Q71A0578	CSE	8374784879	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
118	2020-21	R ANANTHA	17Q71A0581	CSE	9398440735	B.Tech	IBM	A SINGH,HR,91-80- 49139999	4.25L
119	2020-21	SALAADHI DEEKSHA	17Q71A0585	CSE	7036530391	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
120	2020-21	S DEEKSHA	17Q71A0585	CSE	7036530391	B.Tech	COGNIZANT	MAYA SREEKUMAR, VICE PRESIDENT, 044-420 9600	4.1L
121	2020-21	SANAPATI TRIVENI	17Q71A0586	CSE	6301211592	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
122	2020-21	SOWDALA MEGHANA	17Q71A0590	CSE	6303079857	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
123	2020-21	T.KAVYA SAI	17Q71A0592	CSE	9666515871	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR, 914066920000/6692 6000	4.5L
	2020-21	T.KAVYA SAI	17Q71A0592	CSE	9666515871	B.Tech	EFFTRONICS	MADHAVI,HR,7893552233	3L

	2020-21	T.KAVYA SAI	17Q71A0592	CSE	9666515871	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
124	2020-21	TANGUDU NEELAKANTAM	17Q71A0593	CSE	7659822230	B.Tech	POORNAM INFOVISION	K.ARUN,HR,Ph.No:994618 6101	3.73L
125	2020-21	T.DHANASAI	17Q71A0595	CSE	8520030867	B.Tech	INFOSYS	RICHARD LOBO,HR,91802852026	3.23L
125	2020-21	T.DHANASAI	17Q71A0595	CSE	8520030867	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
126	2020-21	THOTAKURA GOPI	17Q71A0596	CSE	6303645244	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
127	2020-21	UPPALA HASHINI	17Q71A0597	CSE	9182850789	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
128	2020-21	M.RAMYA	17Q71A549	CSE	6303642547	B.Tech	REVATURE	ANURADHA SESHAGIRI,HR,044 42016145	2.7L
129	2020-21	DUKKA JANARDHAN	17Q75A0203	EEE	7799708240	B.Tech	ALAMANCE IT SOLUTIONS	BASHA,HR,966001135	2.75L
129	2020-21	DUKKA JANARDHAN	17Q75A0203	EEE	7799708240	B.Tech	WIN WIRE	PAVAN KUMAR,SENIOR HR, 08026587878	3L
130	2020-21	D.RAVIKUMAR	18Q75A0102	CIVIL	9154613123	B.Tech	INFOSYS	RICHARD LOBO,HR,91802852026	3.23L
131	2020-21	B MANI KANTA	18Q75A0204	EEE	7287834750	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
132	2020-21	DAKARAPU DEEPTHI AKHILA	18Q75A0209	EEE	9542415169	B.Tech	ACCENTURE	MAHESH VASUDEO ZURALE,MANAGING DIRECTOR,	4.5L

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133	2020-21	DEVADAS SAI ANANTH ESWAR SHENOY	18Q75A0210	EEE	9866072275	B.Tech	SYNTEL	SIPCOT IT PARK, TAMILNADU, Ph No:914447423800	3.4L
	2020-21	DUVVU PRASANTH	18Q75A0212	EEE	9182967589	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
134	2020-21	DUVVU PRASANTH	18Q75A0212	EEE	9182967589	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	4L
135	2020-21	DWARAPUDI BHASKARARAO	18Q75A0213	EEE	7997921621	B.Tech	TCS	GIRISH.V.NANDIMATH, GLOBAL HEAD,9140 6667 200	4L
136	2020-21	GOWDA NAVEEN	18Q75A0214	EEE	8074541972	B.Tech	TECH MAHINDRA	SRINIVAS REDDY,HR,ph.no:99667275 27	3.25L
137	2020-21	JEEREDDY DHANALAKSHMI	18Q75A0216	EEE	9505973107	B.Tech	YALAMANC HILI IT SOLUTIONS	KEERTHANA,HR,8331978 587	2.1L
138	2020-21	K GURUNADHA RAO	18Q75A0217	EEE	9121079313	B.Tech	VIRTUSA	VIRTUSA, HYDERABAD,PH NO: 040- 44528000	4.5L
139	2020-21	KOLLI SAI CHAND	18Q75A0218	EEE	8247846334	B.Tech	INTILEO	NIKIHAL WHEELSYE,HR,ph.no:9318 365206	2L
140	2020-21	KUNISETTY VENKATA GOWRI BHAVANA	18Q75A0220	EEE	6300528836	B.Tech	BUILDMATE	HARATHI, HR, Ph.No:7675989904/ 22	2.5L
141	2020-21	PAMPANA RAVI	18Q75A0228	EEE	7386248831	B.Tech	RAAM GROUP	BALAVARMAN,GLOBAL HR HEAD,7799935258	1.8L
141	2020-21	PAMPANA RAVI	18Q75A0228	EEE	7386248831	B.Tech	MINDTREE	ROSALEE M KOMBIAL,VICE PRESIDENT,918067064000	3.12L

142	2020-21	RAMOLU RAMANI	18Q75A0230	EEE	8019733596	B.Tech	MINDTREE	ROSALEE M KOMBIAL,VICE PRESIDENT,918067064000	3.12L
143	2020-21	SATHIVADA MADHU BABU	18Q75A0232	EEE	9000120864	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
144	2020-21	KAKARA NAVEEN	18Q75A0241	EEE	9052638005	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
145	2020-21	AGRAPU SAI KUMAR YADAV	18Q75A0301	MECH	9133584158	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
146	2020-21	A SAI KUMAR	18Q75A0301	MECH	9133584158	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
147	2020-21	APPALA VENKATA SAI	18Q75A0302	MECH	9542980541	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
148	2020-21	BABBADI MURALIKRISHAN A	18Q75A0304	MECH	6300137037	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
149	2020-21	B KARTHIK	18Q75A0306	MECH	9963288810	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
149	2020-21	B KARTHIK	18Q75A0306	MECH	9515605183	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
150	2020-21	B SURESH	18Q75A0308	MECH	8498840939	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
151	2020-21	B SAGAR	18Q75A0313	MECH	950531896	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
152	2020-21	B JYOTHI SWAROOP	18Q75A0315	MECH	6300740557	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L

153	2020-21	N NARENDRA	18Q75A0318	MECH	9966356245	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
154	2020-21	CH VENKAT RAO	18Q75A0320	MECH	8297411635	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
155	2020-21	Ch.Mahesh	18Q75A0321	MECH	9642492949	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
156	2020-21	CH MAHESH	18Q75A0321	MECH	9642492949	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
157	2020-21	D YASWANTH	18Q75A0328	MECH	8919255103	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
158	2020-21	O CHARAN SAI	18Q75A0330	MECH	7730085990	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
159	2020-21	D SHANMUKHA RAMARAO	18Q75A0331	MECH	9951565202	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
160	2020-21	E MOHAN SAI	18Q75A0333	MECH	8886368985	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
161	2020-21	G PRANAY KUMAR	18Q75A0335	MECH	7799872751	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
101	2020-21	G PRANAY KUMAR	18Q75A0335	MECH	7799872751	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
162	2020-21	G SAI KUMAR	18Q75A0344	MECH	8330957950	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
102	2020-21	G SAI KUMAR	18Q75A0344	MECH	8330957950	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L

163	2020-21	I.SHANMUKAHA	18Q75A0346	MECH	7780185712	B.Tech	INFOSYS	RICHARD LOBO,HR,91802852026	3.23L
164	2020-21	K. KISHORE	18Q75A0347	MECH	7095315905	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
165	2020-21	KANITHI HARISH	18Q75A0350	MECH	8501083902	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
166	2020-21	KONA SRIKANTH	18Q75A0353	MECH	8019539615	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
167	2020-21	K.YESWANTH	18Q75A0356	MECH	7075553443	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
168	2020-21	KOTTADA VAMSI	18Q75A0358	MECH	9493853049	B.Tech	BRANDIX	DR SHAHAZADI SHAIK,HR,9963188859	2.7L
100	2020-21	KOTTADA VAMSI	18Q75A0358	MECH	9493853059	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
169	2020-21	MANDA SAI MUTYAM	18Q75A0362	MECH	9394312225	B.Tech	IOPEX	LEELADHARR, DIRECTOR, 04446263099	4L
170	2020-21	MIRTHINTI MANOJ	18Q75A0363	MECH	9581133748	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
171	2020-21	MOOGU RAKESH KUMAR	18Q75A0364	MECH	8125223221	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
172	2020-21	MUDUNURU RAVI VARMA	18Q75A0365	MECH	9948351175	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
1/2	2020-21	MUDUNURU RAVI VARMA	18Q75A0365	MECH	9948351175	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L

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173	2020-21	MUTTA VAMSI KIRAN	18Q75A0366	MECH	9100509372	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
174	2020-21	NAKKA NARENDRA	18Q75A0369	MECH	7660809132	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
174	2020-21	NAKKA NARENDRA	18Q75A0369	MECH	7660809132	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
175	2020-21	NALLA MANOJ KUMAR	18Q75A0370	MECH	9121727148	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
175	2020-21	NALLA MANOJ KUMAR	18Q75A0370	MECH	9121727148	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
176	2020-21	NEELAMSETTY V S J K NAIDU	18Q75A0371	MECH	9059002667	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
177	2020-21	NETETI PRASANTH	18Q75A0372	MECH	9666191282	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
178	2020-21	NOWDURI ARAVIND	18Q75A0373	MECH	9989266174	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
178	2020-21	NOWDURI ARAVIND	18Q75A0373	MECH	9989266174	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
179	2020-21	NULU SAITEJA	18Q75A0374	MECH	8341626495	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
179	2020-21	NULU SAITEJA	18Q75A0374	MECH	8341626495	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
180	2020-21	ONUMU TEJASH KUMAR	18Q75A0375	MECH	9618406275	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L

101	2020-21	PAILA UDAY	18Q75A0376	MECH	9553730554	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
181	2020-21	PAILA UDAY	18Q75A0376	MECH	9553730554	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
182	2020-21	PALEPU SUDHEER	18Q75A0378	MECH	9705303660	B.Tech	STERLITE TECHNOLO GIES	G.VENKATESH RAO,HR,Ph.No:8121033754	2.6L
102	2020-21	PALEPU SUDHEER	18Q75A0378	MECH	9705303660	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
	2020-21	PALLI ANIL KUMAR	18Q75A0379	MECH	8328189014	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
183	2020-21	PALLI ANIL KUMAR	18Q75A0379	MECH	8328189014	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
	2020-21	PALLI SUNIL KUMAR	18Q75A0380	MECH	9491126630	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
184	2020-21	PALLI VENKATESH	18Q75A0381	MECH	7659870288	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
185	2020-21	P.KALYAN	18Q75A0382	MECH	8500738078	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
165	2020-21	P.KALYAN	18Q75A0382	MECH	8500738078	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
186	2020-21	P.PRASAD	18Q75A0384	MECH	9381049310	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
187	2020-21	P.BHARATH KUMAR	18Q75A0385	MECH	9505595417	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L

188	2020-21	P VIJAYA BANGARU REVANTH	18Q75A0386	MECH	9849926944	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
189	2020-21	P MAHENDRA	18Q75A0387	MECH	8978284966	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
190	2020-21	P SIVA	18Q75A0388	MECH	7997258580	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
191	2020-21	P.RAVINDRA KUMAR	18Q75A0389	MECH	9963791755	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
192	2020-21	P ARUN	18Q75A0392	MECH	7661055677	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
193	2020-21	P BHUVAN	18Q75A0393	MECH	9160280732	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
1)5	2020-21	P BHUVAN	18Q75A0393	MECH	9160280732	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
194	2020-21	R.PRASANTH KUMAR	18Q75A0394	MECH	8499823934	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
195	2020-21	R NAVEEN	18Q75A0397	MECH	9908088540	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
196	2020-21	S.SANKAR	18Q75A03A 0	MECH	9010371314	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
197	2020-21	Sk.FACKRUDDIN ALI AHAMED	18Q75A03A 2	MECH	9885020321	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
198	2020-21	S.SAI VIVEK	18Q75A03A 5	MECH	7306482878	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L

199	2020-21	SURA SANTHOSH	18Q75A03A 6	MECH	8466811402	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
200	2020-21	T ANVESH	18Q75A03A 8	MECH	9703265498	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
201	2020-21	THAMMINA SAI GANESH	18Q75A03B 0	MECH	7997890501	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
202	2020-21	T SAI GANESH	18Q75A03B 0	MECH	7997890501	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
203	2020-21	VAMALA PAVAN KUMAR	18Q75A03B 2	MECH	9709065876	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
203	2020-21	VAMALA PAVAN KUMAR	18Q75A03B 2	MECH	9709065876	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L
204	2020-21	VASUPALLI PATI PRASANTH	18Q75A03B 3	MECH	7702392614	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L
205	2020-21	V BALA VENKATA SAI	18Q75A03B 6	MECH	8897533892	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
206	2020-21	P YESODHA KRISHNA	18Q75A03B 8	MECH	8979505472	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L
207	2020-21	A.VENKATA SAI NITHISH	18Q75A03B 9	MECH	8919065372	B.Tech	HOBEL BELLOWS	SHANTHI,HR,9849918163	2.4L
208	2020-21	TENTU CHANDRA SEKHAR	18Q75A03C 0	MECH	8919446479	B.Tech	TURING MINDS	PAVAN,HR,7093028484	6.2L
209	2020-21	T SATEESH	18Q75A03C 1	MECH	9848519185	B.Tech	SYNERGIES	UMA REDDY,HR,ph.no:98668368 04	2.25L

210	2020-21	B.RANJITH KUMAR	18Q75A0401	ECE	8332863318	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
211	2020-21	K DILEEP KUMAR	18Q75A0403	ECE	8367401614	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
212	2020-21	LALAM CHANDRASEKHA R	18Q75A0404	ECE	6302897201	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
213	2020-21	LEKKALA RADHA	18Q75A0405	ECE	9705482865	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
213	2020-21	LEKKALA RADHA	18Q75A0405	ECE	9705482865	B.Tech	JUSTDIAL	SPARSHA,HR,ph.no:96180 00130	2.6L
215	2020-21	M MODAYANTHI	18Q75A0406	ECE	7288057335	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
216	2020-21	M VENKATA LAKSHMI	18Q75A0407	ECE	9347221235	B.Tech	CAPGEMINI	TEJINDER SETHI, HEAD FRESHER HIRING, 912066991000	4L
210	2020-21	M VENKATA LAKSHMI	18Q75A0407	ECE	8185064199	B.Tech	HCL	MADHUMITA MURALI,HR,Ph.No:91 11 26444812	4.25L
217	2020-21	CHALUMURI VARALAKSHMI	17Q71A0516	CSE	8978148873	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
218	2020-21	CHODI JAYASURYA	17Q71A0521	CSE	8247504549	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
219	2020-21	DAKAVARAPU SATYA SAI ANISHA	17Q71A0523	CSE	9652475637	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
220	2020-21	DODDI KIRAN	17Q71A0527	CSE	9515099756	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L

221	2020-21	GOLUKONDA BABA SWAROOPA	17Q71A0532	CSE	9491707319	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
222	2020-21	CHAGANTI BHUVANA CHANDRA	17Q71A0515	CSE	8309445141	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
223	2020-21	KOYI KRISHNA CHAITANYA	17Q71A0544	CSE	8555890765	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
224	2020-21	MOYYI APPALA NAIDU	17Q71A0554	CSE	7036158676	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
225	2020-21	ROUTHU RAJESH	17Q71A0583	CSE	9849092758	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
226	2020-21	PACHILLA SARANYA	17Q71A0563	CSE	7993657121	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
227	2020-21	BADI ARUN KUMAR	17Q71A0408	ECE	8309600260	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
228	2020-21	KUTIKUPPALA VENKATA RAMANA	17Q71A0434	ECE	6301640724	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
229	2020-21	CHIKKALA BHARATH	17Q71A0412	ECE	6281602396	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
230	2020-21	GURJALLA AJAY	17Q71A0421	ECE	9381142431	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
231	2020-21	BALIVADA PAVANKUMAR	18Q75A0203	EEE	9502033017	B.Tech	FIXITY	RAJINI, HR,Ph.no:7702537220	3L
232	2020-21	PALISETTY TEJASRI	17Q71A0565	CSE	9121089108	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L

233	2020-21	PASUPULETI DHANA LAKSHMI	17Q71A0567	CSE	9494672244	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
234	2020-21	PATNALA VEERA VENKATA SATISH	17Q71A0568	CSE	7993075119	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
235	2020-21	PEDAKOTA KUMAR SAI	17Q71A0569	CSE	9010848512	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
236	2020-21	SADI PRATHYUSHA REDDY	17Q71A0584	CSE	8985079296	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
237	2020-21	SARITA KUMARI	17Q71A0587	CSE	8500341724	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
238	2020-21	VOBHILINENI SURYADEV	17Q71A0599	CSE	9959030864	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
239	2020-21	KAAGALA VENKATESWARA NAIDU	17Q71A05A 3	CSE	8186956106	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
240	2020-21	RAYALA BHARATH	17Q71A0580	CSE	7780205421	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
241	2020-21	RONGALI SRIDEVI	17Q71A0582	CSE	7013524583	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
242	2020-21	GOGADA KUMAR SWAMI	17Q71A0417	ECE	7032649053	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
243	2020-21	GORLE RAVINDRA KUMAR	17Q71A0419	ECE	7095249381	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
244	2020-21	GURJALLA VIJAY	17Q71A0422	ECE	9381142431	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L

245	2020-21	PITTALA AVINASH	17Q71A0445	ECE	8919031182	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
246	2020-21	LENKA PAVAN SAI KUMAR	18Q75A0221	EEE	8367447081	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
247	2020-21	OMMI NANDA KISHOR	18Q75A0225	EEE	7416181256	B.Tech	FLUENT GRID	VARA PRASAD,HR,Ph.no:630541 7476	3L
248	2020-21	CHUKKALA VIJAYA LAKSHMI	17Q71A0522	CSE	8367405042	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
249	2020-21	MERAKA RAVINDRA	17Q71A0551	CSE	9347394952	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
250	2020-21	A.JAYA SWAROOP KUMAR	17Q71A0503	CSE	9010028014	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
251	2020-21	CHITTURI SAI SATYA GREESHMA SRI	17Q71A0520	CSE	6304353577	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
252	2020-21	ADAPA ROSHINI	17Q71A0501	CSE	6303144569	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
253	2020-21	ANNAMREDDY PAVAN KUMAR	17Q71A0405	ECE	8106565698	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
254	2020-21	KOTIPAM AKHIL SAI	17Q71A0430	ECE	6281824264	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
255	2020-21	PALLA SRINU	17Q71A0441	ECE	7780470508	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
256	2020-21	DIDDI HARIKA	17Q71A0526	CSE	8333022027	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L

257	2020-21	GUNDA SAIKALYANI	17Q71A0533	CSE	7416501892	B.Tech	JYTRA TECHNOLO GIES	MURALI KRISHNA,HR,9246163747	2.25L
258	2020-21	BOTTA RAJASEKHAR	18Q75A0317	MECH	7702019309	B.Tech	KIA MOTORS	SUNITHA,HR,ph.no:965244 9817	2.25L
259	2020-21	DUKKA CHARAN SAI YADAV	18Q75A0330	MECH	7093406765	B.Tech	MOURI TECH	SAILAJA REDDY,HR,ph.no:98663823 87	2.5L
260	2020-21	BHEESETTY NAGA SIVA	18Q75A0312	MECH	9573532963	B.Tech	MOLD-TEK	RAMAKANTH,HR,ph.no:9 245821122	3.5L
261	2020-21	BANDARU GANESH	17Q71A0308	MECH	7095115119	B.Tech	CADSYS INDIA LIMITED	BAPANA SASTRY MVSS,HR,9492025126	3.3L
262	2020-21	BORA SATEESH	18Q75A0316	MECH	7036959365	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L
263	2020-21	BATHULA PRASANTH	18Q75A0309	MECH	6304396594	B.Tech	MAIN TEC	SONALI,HR, Ph.No:8287385274	2.5L

Placement Officer Training & Placement Office: Aventhi Institute of Engineering & Technology Approved by AICTE & Permanently Affilleted to JNTU, Kakinada. Cherukupaity (Vill.), Bhogapuram (M) Vizianagaram Dist., A.P.



Principal

PRINCIPAL Avanthi Institute of Engg. & Tech. Cherukupally (V), Bhogapuram (M) Vizlanagaram (Dist.)-531162

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:07-Jul-2021

Komatlapalli Dhana Sangeetha C9727836

6-81-688, MIG-2, block no-41, f3, visweswaraya nagar, old gajuwaka, visakhapatnam, andhra pradesh-530026 9182605729

Dear Komatlapalli Dhana Sangeetha,

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.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 65% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

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After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to: https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

Nymale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

# **ANNEXURE 1**

# **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

## (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

## Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

7

## **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:25-Aug-2021

# Venkata Hrushikesh Potnuru C9996015

## Door.No: 2-36-8/1 , Plot No:MIG-10 , Sector-10, Manu Villa, MVP Colony, Visakhapatnam- 530 017.

9177323117

Dear Venkata Hrushikesh Potnuru,

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.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to: https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

Nymale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

# **ANNEXURE 1**

# **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

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## **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:03-Nov-2021

### Vechalapu Nagamani C10302185

nagayyapeta (vil)devarapalli(mdl)vishakapatnam(dist)pin:531030 9309425503

Dear Vechalapu Nagamani,

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 3.0 (Oct 2021)

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take the first dose of the vaccine before onboarding and be prepared to take the second dose within 90 days from the date of onboarding. Please note that compliance with these provisions is a condition precedent for this offer or your continued employment with the Company post onboarding.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not
  able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a
  minimum of 60% marks to successfully clear the assessments.

Version 3.0 (Oct 2021)

During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.
 Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

symal

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

# **ANNEXURE 1**

# **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9,500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

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  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

7

## **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:19-Nov-2021

# Sai Kalyani Gunda C10338699

LIG-2, HOUSE NO:14, ALAKANANDA COLONY, NEAR SBI TRAINING CENTER, VIZIANAGARAM, 535003 7416501892

Dear Sai Kalyani Gunda,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology 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" effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 3.0 (Oct 2021)

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take the first dose of the vaccine before onboarding and be prepared to take the second dose within 90 days from the date of onboarding. Please note that compliance with these provisions is a condition precedent for this offer or your continued employment with the Company post onboarding.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments. Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

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Version 3.0 (Oct 2021)

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the signed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Ngunale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

Version 3.0 (Oct 2021)

ACKNOWLEDGED AND AGREED:

[ Insert full legal name]

## **ANNEXURE 1**

## **COMPENSATION & BENEFITS**

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

	Annual (INR)	
(A) Annual Fixed Compensation	383000	
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500	
Maximum Annual Total earning potential (A+B)	415500	
Joining Bonus (Refer to the Section C)	50,000	
D) Additional Benefits		
Gratuity as per law <sup>#</sup>		
Insurance Premium(notional value)	11,800	
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000	

### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

#### (C) Joining Bonus

You are also eligible for a joining Bonus of INR 50,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

## **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:30-Jul-2021

### Mirtivada Sneha C9838785

Dr no:1-74,main street,Ardhali(vill)palakonda 6302531540 Dear Mirtivada Sneha,

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.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to: https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

Nymale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

# **ANNEXURE 1**

# **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

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## **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

accenture

# Accelerate the career of your dreams



Name : Gangetla Laxman Kumar Dev

## Re: Important information post your clearance of the interview process during the Campus Visit

Dear Gangetla Laxman Kumar Dev,

This confirms you have cleared the initial interview process. Your journey for getting an Offer of Employment from Accenture has just begun. Please go through this communication to acquaint yourself of the various actions that your candidature will go through before a release of Offer of Employment by Accenture.

• **Document verification and checks** - Post accepting this Letter of Intent, you will have to submit certain prerequisites / documents. The Offer release will be contingent upon successful verification of your documents that will be submitted by you. Once you receive the offer, we would like you to accept the offer within 7 Days from the day you receive the Offer Letter.

At all stages of the hiring process, you are expected to declare all facts honestly and act with utmost integrity while applying for any opportunity. In case of any misrepresentation of information/facts in your candidate registration process or at any stage of the hiring process, this Letter of Intent or any subsequent offer issued to you shall stand revoked.

- Information on Accenture's Pre-joiner-Learning Module As part of providing our new joiners a unique learning experience, Accenture proposes a learning module Technology Fundamentals Online Learning program (Hereinafter" program"). We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The training module of this program is typically made available to potential new joiners at least 45 days before onboarding to give them a reasonable time to learn at their pace and comfort. Details of which are as under:
    - Under the program, the learning modules hosted on a technology platform will prepare the potential new joiner to be code ready.
    - Post onboarding/joining Accenture, and after the Induction the potential new joiner will need to go through the Technology fundamental assessment (based on the pre on-boarding online learning program).
    - On successful completion of the program and clearance of the Technology fundamental

assessment in the first attempt along with completion of the online program module, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

- In case a potential new joiner fails in the first attempt they will not be eligible for any learning incentive.
- To clear assessments for the program, potential new joiners are required to score minimum 60% marks in each assessment test for the program. If they are unable to score 60% in the first attempt, they will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- Before each reattempt, reasonable guidance and appropriate refresher training sessions will be provided to new joiners to help them appear in the reassessment.

The potential new joiner's employment with Accenture is subject to successful completion of the assessment of the program, as mentioned above.

After a new joiner has cleared the Pre-Joiner Program; they will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If potential new joiners are unable to complete the Accenture specific training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

We wish you the best of this journey and congratulate you on clearing the interviews. Your proposed compensation for the ease of information and subject to release of an offer of employment by Accenture is as mentioned in **Annexure A**. Specific details will be mentioned in your formal offer letter.

## Annexure A

- Career Level 12
- Proposed role Application Development Associate
- Annual fixed compensation for the fiscal will be INR 3,83,000; it includes allowances and statutory benefits and will be structured in accordance with the Company's policy.
- Local Variable Bonus At your career level, the maximum annual target variable pay-out is estimated as INR 32,500. The pay-out that you receive will depend but not limited to your performance achievement and performance of Advance Technology Centers, India in the current company fiscal year.
- Joining Bonus You are also eligible for a joining Bonus of INR 25,000; payable upon successful completion of initial training as per company process.
- Maximum Annual Total earning potential 4,40,500
- Additional Benefits: Gratuity as per law (if applicable) + Insurance premium (Notion Value): INR 9,500
- Maximum Annual Total earning potential + Total Additional Benefits INR 4,50,000/-

You may be required to relocate for project deployment to any part of India and work in 24X7 shifts basis business requirement

## Please note, the above is informative and not exhaustive, specific details will be in the Offer Letter.

"This is an electronically generated document does not require signatures"

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:13-Aug-2021 Pudi Sai Teja **C9895998** 11-28-6,Shivaji Nagar, Kanithi road, Gajuwaka, Visakhapatnam, Andhra Pradesh,530026 9182834183 Dear Pudi Sai Teja,

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.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to: https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

Nymale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

# **ANNEXURE 1**

# **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

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#### **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:15-Jul-2021

#### Tammina Kavyasai C9762982

Door no : 39-8-26/5, Sri Vinayaka Residency, near skating park, Murali Nagar 9666515871 Dear Tammina Kavyasai,

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.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 65% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

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After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to: https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

Nymale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

# **ANNEXURE 1**

# **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
(D) Additional Benefits	
Gratuity as per law <sup>#</sup>	
Insurance Premium(notional value)	9500
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

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#### **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card or copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

# Date:14-Jul-2021 Meghana Yeturi C9759952 Kotavanivalasa(village), Philipnagar(post), Parvathipuram(mandal), Vizianagaram (district), AndhraPradesh(state), 535501 8466084105 Dear Meghana Yeturi, Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Center, India as per the below terms and conditions: Job Profile - Application Development Analyst Management level – 11 Job Family Group - Software Engineering



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

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. you understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture. As well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria. up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, you are not meeting the eligibility criteria / any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). This program further enhances and further details the training opportunities and terms of training/assessments that were previously mentioned in your Letter of Intent. The training module for the program will be made available to you at least 45 days for your learning to give you a reasonable time to learn at your pace and comfort and prepare for the ensuring assessments.

Details of which are reiterated as under:

- Under the program, the learning modules hosted on a technology platform will prepare you to be code ready.
- You will need to go through the Technology Fundamentals assessment bases on the Pre-Onboard online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the completion of Pre-Onboard Learning program content, within 45 days from the receipt of the training link you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt or do not complete your pre-onboard learning, within 45 days from the receipt of the training link you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment.

Your employment with Accenture is subject to your successful completion of the assessment of the program as mentioned above. Should you not clear the same this offer shall become redundant and will be revoked.

Post successful completion of the aforementioned assessment and upon joining the company further training program (s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic tests will be conducted throughout this training program which you are expected to clear. You are required to score minimum 60% marks in each test to clear the Accenture specific training program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts to score the same to clear the assessment. Your employment with Accenture is subject to your successful completion of the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

1

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company-

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to http://indiacampus.accenture.com/candidate.

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely.

Normale

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India ACKNOWLEDGED AND AGREED:

[ Insert full legal name]

#### **ANNEXURE 1**

#### **COMPENSATION & BENEFITS**

Annual Total Rewards structure as per the Company guidelines is:

Total Cash Compensation Elements		
	Annual (INR)	
(A) Annual Fixed Compensation	5,41,500	
(B) Local Variable Bonus (LVB) earning potential (at maximum 21%)	1,13,715	
Maximum Annual Total earning potential (A+B)	6,55,215	
(C) Additional Benefits		
Gratuity as per law# + Insurance Premium (notional value)	24,000	
Total Cash Compensation + Total Additional Benefits (A+B+C)	6,79,215	

#### (A)Annual Fixed Compensation

• Your annual fixed compensation is INR 5,41,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

#### (B)Local Variable Bonus (LVB)

• As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus program(LVB). Your indicative pay-out can range from 0% to 21% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines. The LVB will be paid out subject to you being on the roles of the company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

5

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

### **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 3. Copy of Degree/PG/Diploma (as applicable) certificates.
- 4. Passport copy, if available (if not please apply immediately).
- 5. Pan Card
- 6. Copy of Aadhaar Card or Copy of receipt of Aadhaar enrolment number which we request you to voluntarily provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications.

# BE YOURSELF, MAKE A DIFFERENCE.



Strictly Private and Confidential

Date:02-Sep-2021

#### Kalyan Majji C10043632

54-12-7/4,Bhanu Nagar, Near Krishna Govt. College, Hb colony, Maddilapalem, Visakhapatnam, Andhra Pradesh-530013

9642834844

Dear Kalyan Majji,

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)

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

Pre-Onboard Learning Module: To provide our new joiners with a unique learning experience, Accenture has designed a special online learning module called - Technology Fundamentals Online Learning Program (Hereinafter referred to as "program"). This program further provide details about the training opportunities and terms of training/assessments that were shared with you in your Letter of Intent. To ensure that you have ample time to learn at your own pace, and prepare for the ensuing assessments, you will have complete access to the program for 45 days from the date you receive the training link.

Details of the program and assessment are as below:

- The program is hosted on a virtual platform that you can access from anywhere and it will provide you with all the information and trainings that you need to begin your career at Accenture.
- After going through all the learning modules, you will be required to go through Technology Fundamentals Assessments based on what you have learned in the program.
- On successfully completing the program within 45 days and clearing the program assessments in your first attempt, you will be eligible to receive a learning Incentive of INR 10,000.
- In case you fail to clear the assessments in your first attempt, or do not complete the program within 45 days from the receipt of the training link, you will not be eligible for any learning incentive.
- To clear the assessments, you will need to score a minimum of 60% marks in each assessment test. In case are not able to score the required 60% in your first attempt, you will get two additional attempts where you will need to score a minimum of 60% marks to successfully clear the assessments.
- During each re-attempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you.

Your employment with Accenture is subject to you successfully completing the program assessments mentioned above. In case you are not able to clear the program assessments in three attempts, your offer will stand revoked.

After successful completion of the aforementioned assessments, and after joining the Company, you will need to undergo further training program(s), with specified timeframes, for the specific skill-set assigned to you. Periodic tests will be conducted throughout this training program and you are expected to clear all of them. You will need to score a minimum of 60% marks in each of these tests to clear the Accenture-specific training program. If you are unable to score 60% in your first attempt, you will get two more opportunities to take the test and score the required passing percentage. Your employment with Accenture is subject to you successfully completing the Accenture-specific training program. If you are unable to clear the Accenture-specific training program tests in three attempts, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing particular tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure (II) along with the singed copy of this offer letter and Terms of Employment.

After accepting this offer, we encourage you visit Countdown to the Company

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history - as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e-mail to:

https://indiacampus.accenture.com/candidate

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:

male

Mahesh Vasudeo Zurale Senior Managing Director Lead, Advanced Technology Center, India

[ Insert full legal name]

## **ANNEXURE 1**

## **COMPENSATION & BENEFITS**

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

	Annual (INR)
(A) Annual Fixed Compensation	383000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32500
Maximum Annual Total earning potential (A+B)	415500
Joining Bonus (Refer to the Section C)	25,000
D) Additional Benefits	
Gratuity as per law <sup>#</sup>	9500
Insurance Premium(notional value)	
Total Cash Compensation + Total Additional Benefits (A+B+C+D)	450000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 383000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

#### (B) Local Variable Bonus (LVB)

•As part of your annual total cash compensation, you will be eligible to participate in the FY21 Local Variable Bonus programme (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB programme guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

#### (C) Joining Bonus

You are also eligible for a joining bonus and an additional bonus as per the terms mentioned below.

• Joining Bonus: of INR 25,000 payable upon joining the organization and will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

#### Note: For International Worker Only\*

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

#### Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

- 1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent"s in-law and additional children under the separate Insurance plan
- 2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
- 3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

- 1. Gratuity amount is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- 2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- 3. Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

# From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

#### **ANNEXURE II**

Mandatory documentation at the time of onboarding:

- 1. Two copies of your recent passport size photographs.
- 2. Original marksheet of all semester (PG/UG).
- 3. Original provisional degree certificate or convocation degree certificate.
- 4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
- 5. Copy of Degree/PG/Diploma (as applicable) certificates.
- 6. Passport copy, if available (if not please apply immediately).
- 7. Pan Card
- 8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Pudu Sandhya

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- · Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Ratnala Triveni

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2.** Start Date. The term of this Agreement shall commence on **2<sup>nd</sup> August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

#### INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2.** Start Date. The term of this Agreement shall commence on **2<sup>nd</sup> August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

#### INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Salaadhi Deeksha

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- · Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Sanapati Triveni

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- · Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Swathi Seelam

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- · Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Sweety Patnaik

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2. Start Date**. The term of this Agreement shall commence on **2**<sup>nd</sup> **August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- · Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Dukka Janardhan

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2.** Start Date. The term of this Agreement shall commence on **2<sup>nd</sup> August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

### INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2.** Start Date. The term of this Agreement shall commence on **2<sup>nd</sup> August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

- Develops information systems by designing, developing, and installing software solutions.
- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

### INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made 30<sup>th</sup> July 2021 by and between Blackcomb India Private Limited and Bangari Somesh Yadav

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2.** Start Date. The term of this Agreement shall commence on **2<sup>nd</sup> August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

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- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
- Investigates problem areas.
- Follows the software development lifecycle.
- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

### INR 10,000 Per month



# INDEPENDENT CONTRACTOR AGREEMENT

This Independent Contractor Agreement ("Agreement") made **30<sup>th</sup> July 2021** by and between Blackcomb India Private Limited and Chintada Surya Mounika.

Independent Contractor is an independent contractor willing to provide certain skills and abilities to the Employer that the Employer has a demand and need.

In consideration of the mutual terms, conditions, and covenants hereinafter set forth, Employer and Independent Contractor agree as follows:

**1. Work Status**. The Employer hereby employs the Independent Contractor Trianee\_Software engineer, and the Independent Contractor hereby accepts employment.

**2.** Start Date. The term of this Agreement shall commence on **2<sup>nd</sup> August 2021** Either party may, without cause, terminate this Agreement by giving 15 day(s') written notice to the other.

**3. Services Provided**. The Employer shall pay to the Independent Contractor and the Independent Contractor shall accept from the Employer as compensation for the following services to be provided:

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- Determines operational feasibility by evaluating analysis, problem definition, requirements, solution development, and proposed solutions.
- Develops software solutions by studying information needs, conferring with users, and studying systems flow, data usage, and work processes.
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- Documents and demonstrates solutions by developing documentation, flowcharts, layouts, diagrams, charts, code comments and clear code.
- Prepares and installs solutions by determining and designing system specifications, standards, and programming.
- Improves operations by conducting systems analysis and recommending changes in policies and procedures.
- Protects operations by keeping information confidential and etc.

**4. Compensation**. The Employer shall compensate the Independent Contractor in the following manner:

### INR 10,000 Per month



# **Contingency Offer Letter**

December 15, 2020

## Yamini Nammi, H.No : 9-41-1/2, Sangivalasa, Chittivalasa, Bheemunipatnam (M), Andhra Pradesh - 531162.

Dear Nammi,

Congratulations! We are impressed with your performance in interview with us and the information provided by you in your employment application and during selection process. We are pleased to offer you employment with us as **Software Trainee**. Your commencing remuneration will be INR. **300000** CTC (Cost-To-Company) per annum.

You are entitled for an annual bonus of INR. **100000** at company's discretion.

This offer is valid for 2 days and stands nullified, if you do not confirm the acceptance of our offer letter with in this validity period. If you accept our offer, please sign second copy of this letter as confirmation of your willingness to join, and provide us the date of joining within the validity period. Aptroid Consulting (India) Pvt Ltd. may revoke this contingency offer letter, at any time with or without written notice for any lawful reason. When you join us, you have to submit the required documents as per the annexure and sign the employment agreement. Your appointment is subject to verification of references, submission of all documents, and veracity of information provided by you.

Prior to your acceptance, HR Partner will provide you copies of employment agreement, salary structure and appointment terms. HR Partner and Delivery Head will also orient you about organization, its expectations about your deliverables and provide clarifications for any queries you might have. This offer will become valid only after your certify that you have been provided with all information about the employment you might be required / want to know.

We look forward to welcoming you to Aptroid Consulting.

Sincerely,

Latitha. V

Lalitha V Chowdary Sr.Manager - HR & Operations

Encl: Required Documents List

\*\*\* This is a digitally signed document

Date of Joining:

Yamini Nammi Date:

CIN No. U74999TG2017PTC119146

Aptroid Consulting (India) PVT. LTD.

Plot No. 573 - M - III, II-V Floors, Sri Ram Chandra Arcade, Film Nagar, Jubilee Hills, Hyderabad - 500033. Tel: 040 - 3952 8181 | email: info@aptroid.com | www.aptroid.com



Brandix Casualwear Bangladesh Ltd. Registered Office : Plot No 61-71, Comilia EPZ, Comilla, 3500 Bangladesh. Tel : +88 08171082 Fax: +88 08171081 info@brandix.com www.brandix.com

Private and Confidential

Date: October 26,2021

Name: Kanithi Harish Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

### 1. Salary, Ailovances and Increments

You will be paid a gross salary of Taka 20,000/- (Taka Twenty thousand only) per month out of which 5 5 will be your basic salary. Any other allowances, statutory or otherwise, if and as applicat to your position shall also be paid to you.

#### 2. Confirmation

4

Company vill appraise your work & conduct during the training period. If your work & to: 'u are found satisfactory in every way, you will receive a letter confirming your epointment. If your work & conduct during the training period found to be unsatisfactory company may either consider extending the training period for another specified period or terni te; our service with immediate effect.

During this period either party would also be entitled to terminate this contract of em, 'og men.' without notice and without assigning any reason whatsoever.

#### 1144 3. . Duties

You will be responsible for all duties delegated to you by the management.

#### 4. Normal Working Hours

Normal working hours per day is eight (08), excluding the times for intervals.

You may be required work on day & night shift basis.



# Comilia, 3500 Bangladesh. Tel : +88 08171082 Fax: +88 08171081

Brandix Casualwear Bangladesh Ltd.

### 6. Statutory Deductions

You shall be required to pay regularly all statutory dues as may be applicable from time to time.

## 7. Secrecy of Information

You will not divulge to any person, firm or company, any trade or other secrets or nay information of the company and/or of its associate, subsidiary or holding companies which you may have acquired in the course of your employment or otherwise.

In the event of a breach by you of any of the foregoing stipulations or covenants it is specifically agreed and understood that the company and/or its associate, subsidiary or holding companies shall be entitled inter alia to obtain an injunction from a court of law restraining you from continuing to commit any such breach and/or claim and recover from you all losses, damages, costs and expenses incurred or sustained by the company by reason

of such breach.

You shall be required to submit one month's notice in writing for your resignation from the employment of the Company.

## 9. Termination of Employment

In compliance with applicable rules & regulations, the company, under following situations

may terminate your employment: Unsatisfactory work & conduct during the probationary or extended probationary

- a. period, without any compensation.
  - On disciplinary grounds
- b. Not complying to any of clauses on this letter
- Habitual absent from work or absent from work more than 3 days without a valid c. d.
- reason
- Habitual late coming e.
- Illegal work stoppages and damages to company property f. In general, inefficiency in performance of duties
- Incapacity from properly performing duties owing to ill health or accident g.
- h.
- Company restructuring 1 Imprisonment by any court J



Brandix Casualwear Bangladesh Ltd. Registered Office : Plot No 61-71, Comilia EPZ, Comilia, 3500 Bangladesh. Tel : +88 08171082

11. Transfers Tel: +88 08171082 With the acceptance of this offer of employment, it is understood that you are agreed to accept any transfer to any other post of equivalent responsibility permanently, temporarily or on secondment within the company or its associate, subsidiary or holding companies at the sole discretion of the company.

This letter of appointment constitutes the contract between you and the company. In order to signify the acceptance of the terms and conditions of employment contained herein, you are requested to place your signature on each page and return the duplicate to undersigned.

This offer of employment will expire seven (07) days after the receipt of this letter.

Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

I, .....) accept the terms and conditions of employment set out in the above paragraphs. I have also accepted the original of the letter.

Signature.....



Brandix Casualwear Bangladesh Ltd. Registered Office : Plot No 61-71, Comilia EPZ, Comilla, 3500 Bangladesh. Tel: +88 08171082 Fax: +88 08171081 info@brandix.com www.brandix.com

Private and Confidential

Date: October 26,2021

Name: Thotakura Gopi Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

## 1. Salary, Ailovances and Increments

You will be paid a gross salary of Taka 20,000/- (Taka Twenty thousand only) per month out of which 5 5 will be your basic salary. Any other allowances, statutory or otherwise, if and as applicat to your position shall also be paid to you.

#### 2. Confirmation

4

Company vill appraise your work & conduct during the training period. If your work & to: 'u are found satisfactory in every way, you will receive a letter confirming your epointment. If your work & conduct during the training period found to be unsatisfactory company may either consider extending the training period for another specified period or terni te; our service with immediate effect.

During this period either party would also be entitled to terminate this contract of em, 'og men.' without notice and without assigning any reason whatsoever.

#### 4144 3. . Duties

You will be responsible for all duties delegated to you by the management.

#### 4. Normal Working Hours

Normal working hours per day is eight (08), excluding the times for intervals.

## You may be required work on day & night shift basis.



# Comilia, 3500 Bangladesh. Tel : +88 08171082 Fax: +88 08171081

Brandix Casualwear Bangladesh Ltd.

### 6. Statutory Deductions

You shall be required to pay regularly all statutory dues as may be applicable from time to time.

## 7. Secrecy of Information

You will not divulge to any person, firm or company, any trade or other secrets or nay information of the company and/or of its associate, subsidiary or holding companies which you may have acquired in the course of your employment or otherwise.

In the event of a breach by you of any of the foregoing stipulations or covenants it is specifically agreed and understood that the company and/or its associate, subsidiary or holding companies shall be entitled inter alia to obtain an injunction from a court of law restraining you from continuing to commit any such breach and/or claim and recover from you all losses, damages, costs and expenses incurred or sustained by the company by reason

of such breach.

You shall be required to submit one month's notice in writing for your resignation from the employment of the Company.

## 9. Termination of Employment

In compliance with applicable rules & regulations, the company, under following situations

may terminate your employment: Unsatisfactory work & conduct during the probationary or extended probationary

- a. period, without any compensation.
  - On disciplinary grounds
- b. Not complying to any of clauses on this letter
- Habitual absent from work or absent from work more than 3 days without a valid c. d.
- reason
- Habitual late coming e.
- Illegal work stoppages and damages to company property f. In general, inefficiency in performance of duties
- Incapacity from properly performing duties owing to ill health or accident g.
- h.
- Company restructuring 1 Imprisonment by any court J



Brandix Casualwear Bangladesh Ltd. Registered Office : Plot No 61-71, Comilia EPZ, Comilia, 3500 Bangladesh. Tel : +88 08171082

11. Transfers Tel: +88 08171082 With the acceptance of this offer of employment, it is understood that you are agreed to accept any transfer to any other post of equivalent responsibility permanently, temporarily or on secondment within the company or its associate, subsidiary or holding companies at the sole discretion of the company.

This letter of appointment constitutes the contract between you and the company. In order to signify the acceptance of the terms and conditions of employment contained herein, you are requested to place your signature on each page and return the duplicate to undersigned.

This offer of employment will expire seven (07) days after the receipt of this letter.

Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

I, .....) accept the terms and conditions of employment set out in the above paragraphs. I have also accepted the original of the letter.

Signature.....



Brandix Casualwear Bangladesh Ltd. Registered Office : Plot No 61-71, Comilia EPZ, Comilia, 3500 Bangladesh. Tel: +88 08171082 Fax: +88 08171081 info@brandix.com www.brandix.com

Private and Confidential

Date: October 26,2021

Name: Uppala Hashini Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

## 1. Salary, Ailovances and Increments

You will be paid a gross salary of Taka 20,000/- (Taka Twenty thousand only) per month out of which 5 5 will be your basic salary. Any other allowances, statutory or otherwise, if and as applicat to your position shall also be paid to you.

#### 2. Confirmation

4

Company vill appraise your work & conduct during the training period. If your work & to: 'u are found satisfactory in every way, you will receive a letter confirming your epointment. If your work & conduct during the training period found to be unsatisfactory company may either consider extending the training period for another specified period or terni te; our service with immediate effect.

During this period either party would also be entitled to terminate this contract of em, 'og men.' without notice and without assigning any reason whatsoever.

#### 1144 3. . Duties

You will be responsible for all duties delegated to you by the management.

#### 4. Normal Working Hours

Normal working hours per day is eight (08), excluding the times for intervals.

You may be required work on day & night shift basis.



# Comilia, 3500 Bangladesh. Tel : +88 08171082 Fax: +88 08171081

Brandix Casualwear Bangladesh Ltd.

### 6. Statutory Deductions

You shall be required to pay regularly all statutory dues as may be applicable from time to time.

## 7. Secrecy of Information

You will not divulge to any person, firm or company, any trade or other secrets or nay information of the company and/or of its associate, subsidiary or holding companies which you may have acquired in the course of your employment or otherwise.

In the event of a breach by you of any of the foregoing stipulations or covenants it is specifically agreed and understood that the company and/or its associate, subsidiary or holding companies shall be entitled inter alia to obtain an injunction from a court of law restraining you from continuing to commit any such breach and/or claim and recover from you all losses, damages, costs and expenses incurred or sustained by the company by reason

of such breach.

You shall be required to submit one month's notice in writing for your resignation from the employment of the Company.

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- Company restructuring 1 Imprisonment by any court J



Brandix Casualwear Bangladesh Ltd. Registered Office : Plot No 61-71, Comilia EPZ, Comilia, 3500 Bangladesh. Tel : +88 08171082

11. Transfers Tel: +88 08171082 With the acceptance of this offer of employment, it is understood that you are agreed to accept any transfer to any other post of equivalent responsibility permanently, temporarily or on secondment within the company or its associate, subsidiary or holding companies at the sole discretion of the company.

This letter of appointment constitutes the contract between you and the company. In order to signify the acceptance of the terms and conditions of employment contained herein, you are requested to place your signature on each page and return the duplicate to undersigned.

This offer of employment will expire seven (07) days after the receipt of this letter.

Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

I, .....) accept the terms and conditions of employment set out in the above paragraphs. I have also accepted the original of the letter.

Signature.....



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Private and Confidential

Date: October 26,2021

Name: Kella Venkatesh Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

## 1. Salary, Ailovances and Increments

You will be paid a gross salary of Taka 20,000/- (Taka Twenty thousand only) per month out of which 5 5 will be your basic salary. Any other allowances, statutory or otherwise, if and as applicat to your position shall also be paid to you.

#### 2. Confirmation

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During this period either party would also be entitled to terminate this contract of em, 'og men,' without notice and without assigning any reason whatsoever.

\$140 3. . Duties

You will be responsible for all duties delegated to you by the management.

#### 4. Normal Working Hours

Normal working hours per day is eight (08), excluding the times for intervals.

You may be required work on day & night shift basis.



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Brandix Casualwear Bangladesh Ltd.

### 6. Statutory Deductions

You shall be required to pay regularly all statutory dues as may be applicable from time to time.

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In the event of a breach by you of any of the foregoing stipulations or covenants it is specifically agreed and understood that the company and/or its associate, subsidiary or holding companies shall be entitled inter alia to obtain an injunction from a court of law restraining you from continuing to commit any such breach and/or claim and recover from you all losses, damages, costs and expenses incurred or sustained by the company by reason

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Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

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info@brandix.com www.brandix.com

Brandix Casualwear Bangladesh Ltd.

Private and Confidential

Date: October 26,2021

Name: Kolli Raviteja Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

## 1. Salary, Ailovances and Increments

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Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

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Private and Confidential

Date: October 26,2021

Name: kona Srikanth Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

## 1. Salary, Ailovances and Increments

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Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

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info@brandix.com www.brandix.com

Brandix Casualwear Bangladesh Ltd.

Private and Confidential

Date: October 26,2021

Name: Kottadi Vamsi Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

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Head of HR & Administration

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Private and Confidential

Date: October 26,2021

Name: Duvvu Prasanth Avanthi Institute Of Engineering & Technology Vizianagaram

Dear Sir

#### Letter of Appointment

With reference to your application and the subsequent interviews you had with us, we are pleased to offer you the position of Management Trainee in our Engineering section at our Company with effect from October 26, 2021.

## 1. Salary, Ailovances and Increments

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Yours faithfully Brandix Casualwear Bangladesh Ltd

Head of HR & Administration

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Signature.....





23-Aug-2021

**Dear Potnuru Hrushikesh**, B.Tech, Computer Science & Engineering Avanthi Institute of Engineering and Technology, Visakhapatnam

### Candidate ID - 15739991

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



## **Compensation and Benefits**

N	lame: Potnuru Hrushikesh De	esignation: Progr Traine	ammer An ee	alyst
SI. No.	Description	Mont	hly	Yearly
1	Basic	1	10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical, and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



## Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



# Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Potnuru Hrushikesh, 21, residing at \_\_\_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

## RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

## 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

## 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

## **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

# 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





30-Aug-2021

**Dear Ramya Marrapu**, B.Tech, Computer Science & Engineering Avanthi Institute of Engineering and Technology, Bhogapuram

## Candidate ID - 17785323

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



## **Compensation and Benefits**

N	ame: Ramya Marrapu D	esignation:	Programmer Trainee	Analyst
SI. No.	Description		Monthly	Yearly
1	Basic		10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



## Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



# Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Ramya Marrapu, 21, residing at \_\_\_\_\_\_ (hereinafter referred to as " you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

## 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

## 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

## **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

# 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





30-Aug-2021

**Dear Ratti Prabhakar**, B.Tech, Electronics & Communication Engineering Avanthi Institute of Engineering and Technology, Visakhapatnam

## Candidate ID - 17784631

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



## **Compensation and Benefits**

N	lame: Ratti Prabhakar De		ogrammer ainee	Analyst
SI. No.	Description	М	onthly	Yearly
1	Basic		10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical, and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



## Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



# Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Ratti Prabhakar, 21, residing at \_\_\_\_\_\_\_ (hereinafter referred to as " you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

## 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

## 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

## **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

# 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





12-Apr-2022

**Dear Lavanya Ravada**, B.Tech, Electronics & Communication Engineering Avanthi Institute of Engineering and Technology, Bhogapuram

## Candidate ID - 17900520

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**.

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of **60%** aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for only **3 days** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Continuous Skill Development (CSD) and/or Cognizant Internship Program (If offered to you) as detailed below:

At Cognizant, we invest in skill and capability development of our selects even before they join us. This is through Continuous Skill Development (CSD) program and/or through Cognizant Internship program.



These programs focus primarily on technical skills development. You will be enrolled in Continuous Skill Development (CSD) program and based on your performance in the program your joining into Cognizant would be expedited, or you would be enrolled into a 3 to 4 month Cognizant Internship program to continue your skill building.

This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of the Continuous Skill Development program and/or Internship program. In the event of non-completion of the Continuous Skill Development program and/or Internship Program, Cognizant may at its sole discretion revoke this offer of employment. For more details, please refer to **Annexure C.** 

3.1 Continuous Skill Development (CSD) Program (If offered to you):

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.2 Cognizant Internship (If offered to you):

Successful completion of Cognizant Internship (If offered to you), which is a pre-requisite skill and capability development program will form a critical part of your employment with Cognizant.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <u>https://campus2Cognizant.cognizant.com</u>

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



## **Compensation and Benefits**

N	lame: Lavanya Ravada Do	esignation:	Programmer Trainee	Analyst
SI. No.	Description		Monthly	Yearly
1	Basic		10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical, and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



## Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

## Annexure C

A few important points to be noted on this Cognizant offer to you,

- You will be part of Continuous Skill Development (CSD) program between May 2022 to July 2022 where there will be focused skill development.
- Between July end to August mid 2022 there will be skill evaluations and based on the results,
  - If we find you ready to work directly on projects then you would be onboarded as fulltime employee (FTE) immediately
  - Else, you would be onboarded for Internship by August end to ensure your readiness for project deployment
    - Post successful completion of internship, you would be onboarded as FTE. For further details on Internship please refer to the mail that you will receive from <u>GenCOBSupport@cognizant.com</u> within 1 day of receiving this offer letter.



# Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Lavanya Ravada, 22, residing at \_\_\_\_\_\_ (hereinafter referred to as " you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

## RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

## 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

## 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

## **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

# 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

## Cognizant Technology Solutions India Private Limited

Lavanya Ravada

Sign: \_\_\_\_\_ Name:

Sign:	_
Date:	





23-Aug-2021

**Dear Veeracharyulu Nellipudi**, B.Tech, Computer Science & Engineering Avanthi Institute of Engineering and Technology, Visakhapatnam

## Candidate ID - 17710767

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



### **Compensation and Benefits**

N	lame: Veeracharyulu Nellipudi D	esignation: Programme Trainee	r Analyst
SI. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	Annual Gross Compensation		359,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		382,488
	Company's contribution towards benefits (Medical and Life Insurance)	, Accident	19,500
	Annual Total Remuneration		401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



### Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Veeracharyulu Nellipudi, 22, residing at \_\_\_\_\_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

#### 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

#### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

#### **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

#### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

#### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

#### **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





29-Aug-2021

**Dear Jalamana Anilkumar**, B.Tech, Computer Science & Engineering Avanthi Institute of Engineering and Technology, Visakhapatnam

#### Candidate ID - 17678117

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



### **Compensation and Benefits**

N	lame: Jalamana Anilkumar De	esignation:	Programmer Trainee	Analyst
SI. No.	Description		Monthly	Yearly
1	Basic		10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical, and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



### Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Jalamana Anilkumar, 22, residing at \_\_\_\_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

#### 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

#### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

#### **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

#### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

#### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

#### **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





30-Aug-2021

**Dear Dasu Srikanya**, B.Tech, Electronics & Communication Engineering Avanthi Institute of Engineering and Technology, Bhogapuram

## Candidate ID - 17785310

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

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a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

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a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



### **Compensation and Benefits**

N	lame: Dasu Srikanya De		Programmer Frainee	Analyst
SI. No.	Description	I	Monthly	Yearly
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• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

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• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



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• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

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• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Dasu Srikanya, 21, residing at \_\_\_\_\_\_\_ (hereinafter referred to as " you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

#### 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

#### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

#### **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

#### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

#### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

#### **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





29-Aug-2021

**Dear Salaadhi Deeksha**, B.Tech, Computer Science & Engineering Avanthi Institute of Engineering and Technology, Bhogapuram

## Candidate ID - 17167403

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



### **Compensation and Benefits**

N	lame: Salaadhi Deeksha Do		Programmer Trainee	Analyst
SI. No.	Description	N	lonthly	Yearly
1	Basic		10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical, and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

## Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



### Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

## **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

## AND

Salaadhi Deeksha, 22, residing at \_\_\_\_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

## 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

## 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

## 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

#### 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

#### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

#### **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

#### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

#### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

#### **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

# Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	





30-Aug-2021

**Dear Munjuluri Lakshmi**, B.Tech, Electronics & Communication Engineering Avanthi Institute of Engineering and Technology, Visakhapatnam

## Candidate ID - 17785049

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee** 

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500** *I*- as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized



based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal onthe-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into https://campus2Cognizant.cognizant.com

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

Maya Sreekumar Vice President – Human Resources

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

Signature:

Date:



#### **Compensation and Benefits**

N	lame: Munjuluri Lakshmi De	esignation:	Programmer Trainee	Analyst
SI. No.	Description		Monthly	Yearly
1	Basic		10500	126,000
2	HRA*		6300	75,600
3	Conveyance Allowance*		800	9,600
4	Medical Allowance*		1250	15,000
5	Company's contribution of PF #		1800	21,600
6	Advance Statutory Bonus***		2000	24,000
7	Special Allowance*		7349	88,188
	Annual Gross Compensation			359,988
	Incentive Indication (per annum)**			22,500
	Annual Total Compensation			382,488
	Company's contribution towards benefits (Medical, and Life Insurance)	Accident		19,500
	Annual Total Remuneration			401,988

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

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010

• Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

#### Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

SI No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

• From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy



#### Provident Fund Wages:

• For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".

• Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

### **Employees State Insurance:**

• Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.

• Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.

• ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

1. Choose from a bouquet of allowance or benefits

- 2. Redefine your salary structure within prescribed guidelines
- 3. Optimize your earnings

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

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.



## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_\_between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

#### AND

Munjuluri Lakshmi, 21, residing at \_\_\_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's



systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

### 4. Confidentiality

a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.

b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.

c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.

d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.

e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.

f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.

g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,

b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,

c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and

e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### 6. Work Schedule

a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.

b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

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Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

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- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

#### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company during the six (6) months preceding the date of termination of your employment.

#### **10.** Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

#### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

#### 13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

#### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

#### **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company'
- s asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- · Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



• Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

#### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

### 18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

### 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

## Cognizant Technology Solutions India Private Limited [Name of Employee]

Sign: _	
Name:	

Sign:	
Name:	



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello B. Mani Kanta,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello B.Dilleswari,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

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# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello G.Yaswanth Naidu,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello K.Dileep Kumar,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello K.Krishna Rao,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello K.Naveen Kumar,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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# HCL || Final Confirmation Inbox





Madhumita Murali 25 May

<del>с</del>і

to me 🗸

Hello K.Sandeep Vamsi,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

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# HCL || Final Confirmation Inbox



Madhumita Murali 25 May

**с** 

to me 🗸

Hello L.Radha,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

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# HCL || Final Confirmation Inbox



Madhumita Murali 25 May

**с** 

to me 🗸

Hello M.Modayanthi,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox





Madhumita Murali 25 May

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to me 🗸

Hello M.Venkata lakshmi,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

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# HCL || Final Confirmation Inbox



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to me 🗸

Hello N.Devendra,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello N.Gunasekhar,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello N.Venugopal,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello P.Mohan,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello P.Ramesh,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



Madhumita Murali 25 May

**с** 

to me 🗸

Hello P.Revanth,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello P.Swathi,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox





Madhumita Murali 25 May

**с** 

to me 🗸

Hello R.Syamasundara Rao,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello S.Tirupathi Rao,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

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2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello Satya sowmya,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



Madhumita Murali 25 May

<del>с</del> і

to me 🗸

Hello V.Nagamani,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



# HCL || Final Confirmation Inbox



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Madhumita Murali 25 May

to me 🗸

Hello Y.Raghuvaran,

Thank you for participating in test and interviews on that mentioned schedule.

We are glad to confirm that you have been selected for the opportunity with HCL.

Our onboarding team will reach out to you once we start onboarding.

## Important Points:

1. CTC offered: INR 4.25 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCL Technologies including 24\*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCL Technologies.



## 03.02.2021

## M.RAVI VARMA

Subject: LETTER OF OFFER

## Dear M.RAVI VARMA,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited

Manjari Anantha Head - Human Resources, Hyderabad

# **Justdial**<sup>®</sup>

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	ture
Employee Name	M.RAVI VARMA	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	Business Development	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha

Head - Human Resources, Hyderabad



## 03.02.2021

## L.CHANDRA SHEKAR

Subject: LETTER OF OFFER

## Dear L.CHANDRA SHEKAR,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

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1	First Six Months	Rs.17000 /-p.m.	102000
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	Performance Cum Retention Bonus**	Amount	
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4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited

Manjari Anantha Head - Human Resources, Hyderabad

# **Justdial**<sup>®</sup>

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	L.CHANDRA SHEKAR	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	CTC	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha

Head - Human Resources, Hyderabad



## 03.02.2021

## LEKKALA RADHA

Subject: LETTER OF OFFER

## Dear LEKKALA RADHA,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

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Details of your compensation are as follows:

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4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited

Manjari Anantha Head - Human Resources, Hyderabad

# **Justdial**<sup>®</sup>

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	LEKKALA RADHA	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	CTC	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha

Head - Human Resources, Hyderabad



## MIRTHINTI MANOJ

Subject: LETTER OF OFFER

## Dear MIRTHINTI MANOJ,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	MIRTHINTI MANOJ	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
CTC	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



## N.MANOJ KUMAR

Subject: LETTER OF OFFER

## Dear N.MANOJ KUMAR,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	N.MANOJ KUMAR	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



## **N.NARENDRA**

Subject: LETTER OF OFFER

## Dear N.NARENDRA,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	ture
Employee Name	N.NARENDRA	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	CTC	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



## M.RAKESH KUMAR

Subject: LETTER OF OFFER

## Dear M.RAKESH KUMAR,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	M.RAKESH KUMAR	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

\* Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

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Manjari Anantha



## M.VAMSI KIRAN

Subject: LETTER OF OFFER

## Dear M.VAMSI KIRAN,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	M.VAMSI KIRAN	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



## **K.MADHURI**

Subject: LETTER OF OFFER

## Dear K.MADHURI,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	K.MADHURI	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	<b>Business Development</b>	Executive
Effective Date	15-04-2021	
СТС	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



## **K.MADHURI**

Subject: LETTER OF OFFER

## Dear K.MADHURI,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture	
Employee Name	K.MADHURI		
Department	Sales		
Section	BDE Client Facing		
Grade	G12		
Designation	Business Development Executive		
Effective Date	15-04-2021		
СТС	259000/- per annum		
Pay structure	СТС	Revised CTC	
Fixed Components			
Basic	5100	6000	
House Rent Allowance (HRA)	3060	3600	
Transport Allowance	1600	1600	
Departmental Allowance	2125	2500	
Desk Allowance	2125	2500	
Personal Allowance	282	615	
Salary (C1)	14292	16815	
Statutory Components			
Employer PF Contribution	612	720	
Employer ESIC Contribution	679	799	
Benefits(c2)	1291	1519	
Reimbursements			
Medical	0	0	
Sodexho	0	0	
Conveyance Reimbursement	0	0	
Fuel Reimbursement	0	0	
Reimbursements(c3)	0	0	
Statutory Bonus	1417	1666	
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000	
Deductions			
Employee PF Contribution	612	720	
Employee ESIC Contribution	251	295	
Total Deductions (b)	863	1015	
Net Take Home {a - b - C2}	14846	17466	
Total CTC	17000	20000	

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



## A.PRAVALIKA

Subject: LETTER OF OFFER

## Dear A.PRAVALIKA,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd. Based on the discussions with you; we are pleased to offer you to the position of **Business Development Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **15-06-2021**.

The annual compensation calculated on Cost to Company will be INR 259000/-.

Details of your compensation are as follows:

S.No	Term	Salary	Total
1	First Six Months	Rs.17000 /-p.m.	102000
2	Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount	
3	End of 6 Months - One month Salary	17000	17000
4	End of 12 Months - One month Salary	20000	20000
	Total CTC per annum		259000

\*Revised Salary & Performance cum Retention Bonus (PCRB) is paid subject to satisfactory performance report at the end of 6 months and 12 months after successful completion of probation in writing.

Your place of posting will be Visakhapatnam.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

Manjari Anantha Head - Human Resources, Hyderabad

## Annexure:

Annexure - Just Dial Ltd	Compensation Struc	cture
Employee Name	A.PRAVALIKA	
Department	Sales	
Section	BDE Client Facing	
Grade	G12	
Designation	Business Development Executive	
Effective Date	15-04-2021	
CTC	259000/- per annum	
Pay structure	СТС	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benefits(c2)	1291	1519
Reimbursements		
Medical	0	0
Sodexho	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

 $^{\ast}$  Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely, For Just Dial Limited

Moston

Manjari Anantha



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

To, G Pranay Kumar

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**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

The period of trainee shall be from 8/9/2021 to 08-08-2024 in 'KIA MOTORS INDIA PVT LTD, PENUKONDA MANDAL, ANANTHAPUR, ANDRA

## PRADESH'.

- You will be paid consolidated monthly stipend of Rs. 14000 PM & 1000 for Attendance Bonus. It shall not be obligatory on the part of the NEEM facilitators to offer any employment to the apprentices on successful completion of period of • training in his/her establishment nor shall it be obligatory on the part of the NEEM Trainee to accept any employment under the employer. As • NEEM trainee undergoing Training in an establishment you shall be a trainee and not a worker and as such, the provisions of any law with
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- The contract of trainee can be terminated without compensation payment to the NEEM trainee. •
- If you secure gainful employment (on production of copy of the appointment letter); and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not 1. ii. below the rank of a civil Surgeon/ Surgeon attached to any Government Hospital ). For breach of contract by NEEM Facilitator, NEEM Facilitator shall pay compensation to you in accordance with the Minimum Wages specified •
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for training.

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- Termination Clause: During the training period your services can be terminated for the below reasons whatsoever. .
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  - If the company feels that you have not been performing up to the expected standard.
- ENDORSEMENT: I hereby confirmed acceptance of the above NEEM contact letter, on the terms & conditions stipulated therein. I understand & • agree that my signing this contract does not constitute employment by NEEM Facilitator or any guarantee of employment.

Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

To, G Sai Kimar

•

**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

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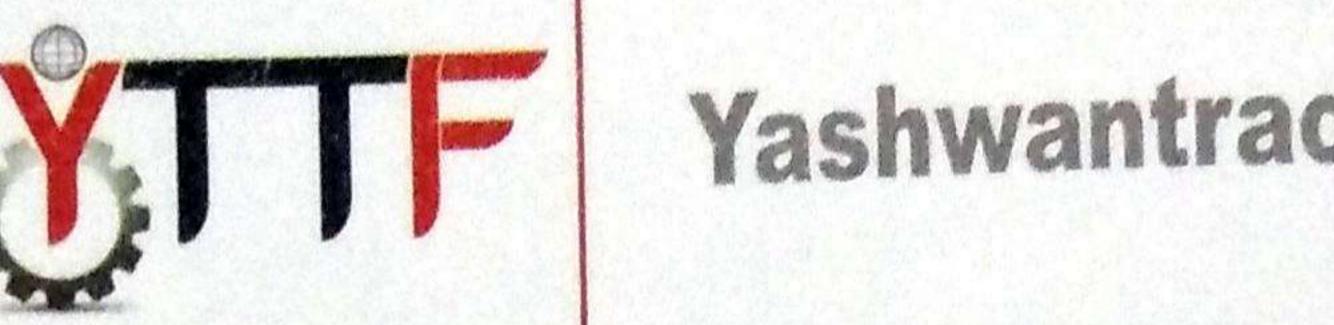
Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

To, K Kishore

•

**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

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Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

To, N Manoj Kumar

•

**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

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Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

To, N Narendra

•

**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

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Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

N sai Teja To,

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**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

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Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

P Bhuvan To,

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**NEEM** – Trainee Contract Letter

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Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

P Kalyan To,

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**NEEM** – Trainee Contract Letter

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Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

## Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

To, Sk Fackruddin Ali Ahmed

## **NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

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- If you secure gainful employment (on production of copy of the appointment letter); and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not 1. ii. below the rank of a civil Surgeon/ Surgeon attached to any Government Hospital ). For breach of contract by NEEM Facilitator, NEEM Facilitator shall pay compensation to you in accordance with the Minimum Wages specified •
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- NEEM facilitator will formulate a "Training program "for the Training of NEEM trainee & shall make suitable arrangements for facilitating the • •
- NEEM Trainee shall be imparted training according to normal hours of work of the department in the establishment to which he/she is attached •

for training.

- The Stipend for a particular month shall be paid before the 10<sup>th</sup> of following month. •
- Any disagreement or dispute between NEEM Facilitator & the NEEM Trainee arising out of the contract shall be referred to the Governing Body • of NEEM Facilitator.
- Termination Clause: During the training period your services can be terminated for the below reasons whatsoever. .
  - Absence for a continuous period of 5 days without prior approval of your superior.
  - Not reporting for duty on time on a regular basis.
  - If found misbehaving within or outside the campus.
  - If found involved in any union activities.
  - If the company feels that you have not been performing up to the expected standard.
- ENDORSEMENT: I hereby confirmed acceptance of the above NEEM contact letter, on the terms & conditions stipulated therein. I understand & • agree that my signing this contract does not constitute employment by NEEM Facilitator or any guarantee of employment.

Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



Date: 07-08-2021

Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

K yeswanth To,

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**NEEM** – Trainee Contract Letter

We are pleased to engage you as NEEM Trainee subject to following terms & conditions:

The period of trainee shall be from 8/9/2021 to 08-08-2024 in 'KIA MOTORS INDIA PVT LTD, PENUKONDA MANDAL, ANANTHAPUR, ANDRA

## PRADESH'.

- You will be paid consolidated monthly stipend of Rs. 14000 PM & 1000 for Attendance Bonus. It shall not be obligatory on the part of the NEEM facilitators to offer any employment to the apprentices on successful completion of period of • training in his/her establishment nor shall it be obligatory on the part of the NEEM Trainee to accept any employment under the employer. As . NEEM trainee undergoing Training in an establishment you shall be a trainee and not a worker and as such, the provisions of any law with
- respect to a laborer or worker shall not apply to all in relation to you. As NEEM Trainee you shall be liable to abide by the rules and regulations of NEEM in all matter of conduct, discipline and safety & carry out all
- . lawful orders of the establishment. As NEEM Trainee you shall learn your subject field conscientiously & diligently & attend to practical & instructional classes regularly.
- As NEEM Trainee you shall maintain a record of your work during the period of NEEM Training in a Performa prepared & approved by NEEM • .
- When the contract of training is terminated for failure on your part to carry out to terms of contract, you shall refund to the NEEM Facilitator as
- cost of training such amount as may be determined by the NEEM facilitators. In such event, you shall not be entitled to enter into another • contract of training under the National Employability Enhancement Mission (NEEM).
- The contract of trainee can be terminated without compensation payment to the NEEM trainee. •
- If you secure gainful employment (on production of copy of the appointment letter); and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not 1. ii. below the rank of a civil Surgeon/ Surgeon attached to any Government Hospital ). For breach of contract by NEEM Facilitator, NEEM Facilitator shall pay compensation to you in accordance with the Minimum Wages specified •
  - for that category. Continuance of payments of stipend shall depend on your satisfactory performance during the training period.
- NEEM facilitator will formulate a "Training program "for the Training of NEEM trainee & shall make suitable arrangements for facilitating the • •
- NEEM Trainee shall be imparted training according to normal hours of work of the department in the establishment to which he/she is attached •

for training.

- The Stipend for a particular month shall be paid before the 10<sup>th</sup> of following month. •
- Any disagreement or dispute between NEEM Facilitator & the NEEM Trainee arising out of the contract shall be referred to the Governing Body • of NEEM Facilitator.
- Termination Clause: During the training period your services can be terminated for the below reasons whatsoever. .
  - Absence for a continuous period of 5 days without prior approval of your superior.
  - Not reporting for duty on time on a regular basis.
  - If found misbehaving within or outside the campus.
  - If found involved in any union activities.
  - If the company feels that you have not been performing up to the expected standard.
- ENDORSEMENT: I hereby confirmed acceptance of the above NEEM contact letter, on the terms & conditions stipulated therein. I understand & • agree that my signing this contract does not constitute employment by NEEM Facilitator or any guarantee of employment.

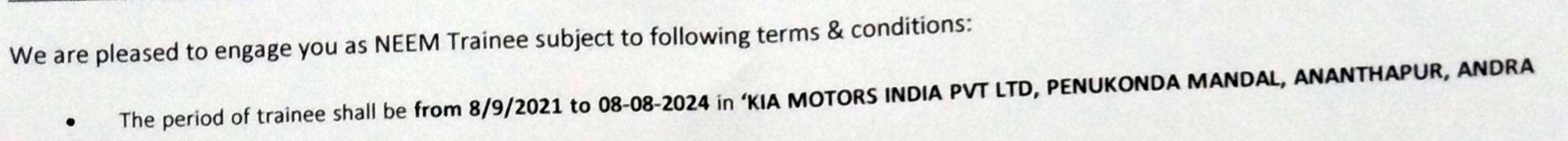
Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



**NEEM** – Trainee Contract Letter

To, Ch Mahesh

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Appendix - II - CONTRACT LETTER WITH NEEM TRAINEE

Date: 07-08-2021

# Yashwantrao Technical and Training Foundation

## PRADESH'.

- You will be paid consolidated monthly stipend of Rs. 14000 PM & 1000 for Attendance Bonus. It shall not be obligatory on the part of the NEEM facilitators to offer any employment to the apprentices on successful completion of period of • training in his/her establishment nor shall it be obligatory on the part of the NEEM Trainee to accept any employment under the employer. As . NEEM trainee undergoing Training in an establishment you shall be a trainee and not a worker and as such, the provisions of any law with
- respect to a laborer or worker shall not apply to all in relation to you. As NEEM Trainee you shall be liable to abide by the rules and regulations of NEEM in all matter of conduct, discipline and safety & carry out all
- . lawful orders of the establishment. As NEEM Trainee you shall learn your subject field conscientiously & diligently & attend to practical & instructional classes regularly.
- As NEEM Trainee you shall maintain a record of your work during the period of NEEM Training in a Performa prepared & approved by NEEM • .
- When the contract of training is terminated for failure on your part to carry out to terms of contract, you shall refund to the NEEM Facilitator as
- cost of training such amount as may be determined by the NEEM facilitators. In such event, you shall not be entitled to enter into another • contract of training under the National Employability Enhancement Mission (NEEM).
- The contract of trainee can be terminated without compensation payment to the NEEM trainee. •
- If you secure gainful employment (on production of copy of the appointment letter); and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not 1. ii. below the rank of a civil Surgeon/ Surgeon attached to any Government Hospital ). For breach of contract by NEEM Facilitator, NEEM Facilitator shall pay compensation to you in accordance with the Minimum Wages specified •
  - for that category. Continuance of payments of stipend shall depend on your satisfactory performance during the training period.
- NEEM facilitator will formulate a "Training program "for the Training of NEEM trainee & shall make suitable arrangements for facilitating the • •
- NEEM Trainee shall be imparted training according to normal hours of work of the department in the establishment to which he/she is attached •

for training.

- The Stipend for a particular month shall be paid before the 10<sup>th</sup> of following month. •
- Any disagreement or dispute between NEEM Facilitator & the NEEM Trainee arising out of the contract shall be referred to the Governing Body • of NEEM Facilitator.
- Termination Clause: During the training period your services can be terminated for the below reasons whatsoever. .
  - Absence for a continuous period of 5 days without prior approval of your superior.
  - Not reporting for duty on time on a regular basis.
  - If found misbehaving within or outside the campus.
  - If found involved in any union activities.
  - If the company feels that you have not been performing up to the expected standard.
- ENDORSEMENT: I hereby confirmed acceptance of the above NEEM contact letter, on the terms & conditions stipulated therein. I understand & • agree that my signing this contract does not constitute employment by NEEM Facilitator or any guarantee of employment.

Osi/

For NEEM FACILITATOR Accepted and Agreed Yashwantrao Technical Training Foundation (YTTF)

Accepted

**Authorized Signatory** 

Signature (Trainee)



www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3097

June 19, 2021

Dear A Pravallika,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
- e. You agree for the fact that after the successful completion of training & client assessment, you shall join the client location as intimated and as per the employment terms and conditions without fail.

A training letter will be issued to you for your signature at the start of the training. An appointment letter will be issued to you upon successfully scoring a minimum of 57 marks on Versant Test and final approval after the client's technical round.

You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3096

June 19, 2021

Dear B Ranjith Kumar,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
- e. You agree for the fact that after the successful completion of training & client assessment, you shall join the client location as intimated and as per the employment terms and conditions without fail.

A training letter will be issued to you for your signature at the start of the training. An appointment letter will be issued to you upon successfully scoring a minimum of 57 marks on Versant Test and final approval after the client's technical round.

You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3082

June 19, 2021

Dear Ch surya mounika,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

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www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3094

June 19, 2021

Dear D Revathi,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

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www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3090

June 19, 2021

Dear G Jagadeesh,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
- e. You agree for the fact that after the successful completion of training & client assessment, you shall join the client location as intimated and as per the employment terms and conditions without fail.

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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3087

June 19, 2021

Dear G Guna Shekar,

### **CONDITIONAL OFFER LETTER**

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3086

June 19, 2021

Dear G Sai,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3088

June 19, 2021

Dear G Srinivas Vivek,

### CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3089

June 19, 2021

Dear G Yaswanth Naidu,

### **CONDITIONAL OFFER LETTER**

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3092

June 19, 2021

Dear J Sairam,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintec Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3083

June 19, 2021

Dear K Naveen,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintec Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
- e. You agree for the fact that after the successful completion of training & client assessment, you shall join the client location as intimated and as per the employment terms and conditions without fail.

A training letter will be issued to you for your signature at the start of the training. An appointment letter will be issued to you upon successfully scoring a minimum of 57 marks on Versant Test and final approval after the client's technical round.

You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3085

June 19, 2021

Dear N Aravind,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintec Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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A training letter will be issued to you for your signature at the start of the training. An appointment letter will be issued to you upon successfully scoring a minimum of 57 marks on Versant Test and final approval after the client's technical round.

You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

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www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3098

June 19, 2021

Dear P Nani Manikanta,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintec Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

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Candidate's Signature: \_

Date: \_\_\_\_\_

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www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3095

June 19, 2021

Dear S Lavanya,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3084

June 19, 2021

Dear S Madhu babu,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
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Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

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Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3091

June 19, 2021

Dear S Santosh,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
- e. You agree for the fact that after the successful completion of training & client assessment, you shall join the client location as intimated and as per the employment terms and conditions without fail.

A training letter will be issued to you for your signature at the start of the training. An appointment letter will be issued to you upon successfully scoring a minimum of 57 marks on Versant Test and final approval after the client's technical round.

You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

Note #2: Maintec does not charge any fee at any stage of recruitment of employees for its rolls or for deputation at clients' locations and it has not authorized any agency/partner to collect any fee for recruitment.





www.maintec.com CIN : U72200KA1997PTC023121 GST No. : 29AABCM3607P1Z3

Doc #: EMP/COL/19062021/3093

June 19, 2021

Dear T Sai Ganesh,

# CONDITIONAL OFFER LETTER

As per the interview held at <u>Avanthi Group Of Institutions</u>, on <u>April 8, 2021</u>, we are pleased to engage your services after the successful completion of training and client assessment as per details given below:

- a. Your designation will be Technical Support Engineer-L1 (Network Analyst/DC-Ops)
- b. Your initial place of work will be at Bangalore / Chennai / Noida.
- c. On Successful completion of training, subsequent assessments and deployment, you will be an employee of Maintee Technologies Pvt. Ltd. and deployed at our Client location.
- d. You will be entitled to an all-inclusive compensation (Cost to Company) of <u>Rs.2,09,232/- (Rupees</u> <u>Two Lakh Nine Thousand Two Hundred And Thirty Two only</u>) per annum.exclusive of the additional reimbursement provided and applicable Tax will be deducted.
- e. You agree for the fact that after the successful completion of training & client assessment, you shall join the client location as intimated and as per the employment terms and conditions without fail.

A training letter will be issued to you for your signature at the start of the training. An appointment letter will be issued to you upon successfully scoring a minimum of 57 marks on Versant Test and final approval after the client's technical round.

You are requested to sign and upload the original copy of this letter as a token of your acceptance of the above offer.

Sincerely For Maintec Technologies Pvt. Ltd,

Malathi Krishnan HR Manager

I agree to accept employment on the above-mentioned terms and conditions and I will report to duty on **July 5, 2021** or any other date which may be decided as per mutual discussions.

Candidate's Signature: \_

Date: \_\_\_\_\_

Note #1: In the event you fail to join Maintec or client as per the agreed joining date, Maintec has the right to take appropriate legal action against you and recover any penalties imposed.

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Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

Dear M. Swathi

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

Your salary (Cost to Company – CTC) including all benefits will be of INR 2,50,000.00 per annum with an expected start date of 02 July, 2021. For the detailed structure of your salary, kindly refer to Annexure A.

You are entitled to **Grade MT** level and will be eligible for a performance linked "MOURI Tech Incentive Pay" (MIP). The MIP benefit could range from **0-10%** of your total CTC depending on the Individual Performance, Practice, and Organization. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile and performance in the selection process and is subject to your acceptance of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details. In addition to these terms and conditions, there are other Company policies and procedures that you agree to observe and follow during your employment with MOURI Tech.

If you wish to accept this employment offer, please sign all the pages, and return the duplicate of this letter as a token of your acceptance. This offer is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

We welcome you to the MOURI Tech FAMILY. We look forward to a lasting and mutually beneficial relationship. If you have any questions regarding this offer, please do not hesitate to contact us at <u>hr.in@mouritech.com</u>.

Sincerely,

A. Swaen Proddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

# ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Signature:....



# MOURI Tech Pvt. Ltd.

Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

### **General Terms & Conditions of Employment**

The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the Company policies. On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

#### Commencement of Employment

Your appointment would be effective from the agreed-upon "start date" and will be initially based on the work location selected for employment. Your services are transferable, and you may be assigned to any office of MOURI Tech in India or abroad any time based on business needs. You may also be deputized to work on projects for any affiliates, subsidiaries, or other companies with which MOURI Tech has such arrangements.

#### **Probation Period**

Your performance will be reviewed upon completion of six (6) months of employment from the date of joining. Your services shall be confirmed subject to satisfactory performance on the review.

#### **Notice Period**

The employment is terminable by you by giving ninety (90) days' written notice to the Company.

Company can also terminate the employment without any notice, if there is any breach of policies and guidelines, misconduct, performance issues, charged with any criminal offense, involved in any legal capability, false or misrepresentation of facts and failure of background checks.

• Company reserves the right to pay or recover salary and extend the relieving date in lieu of notice period subject to completion of the knowledge transfer. The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with you.

#### **Required Documents**

At the time of your joining, photocopy of the following documents should be submitted. Also, please carry the original documents for verification purpose.

- · Educational certificates beginning with the 10<sup>th</sup> grade
- Relieving/Experience certificates from your previous employer(s) indicating period of employment
- · Release Letter from your current employer indicating the date of release
- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)



Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
Special Allowance	8,833.00	1,05,992.00
SUB TOTAL (A)	19,783.00	2,37,392.00
Gratuity	301.00	3,608.00
PF - Employer	750.00	9,000.00
TOTAL	20,833.33	2,50,000.00
DEDUCTIONS	MONTHLY	YEARLY
PF Employee	750.00	9,000.00
TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

### \*Income taxes applicable for all amounts

## CONGRATULATIONS!!!

You made an important decision to join us, a choice that will create opportunities for you to do, learn and achieve more. As MOURI Tech Associate, you will be part of a global team that is committed to excellence.

Wish you great success in your journey with MOURI Tech family.

Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

Dear M. Swathi

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

Your salary (Cost to Company – CTC) including all benefits will be of INR 2,50,000.00 per annum with an expected start date of 02 July, 2021. For the detailed structure of your salary, kindly refer to Annexure A.

You are entitled to **Grade MT** level and will be eligible for a performance linked "MOURI Tech Incentive Pay" (MIP). The MIP benefit could range from **0-10%** of your total CTC depending on the Individual Performance, Practice, and Organization. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile and performance in the selection process and is subject to your acceptance of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details. In addition to these terms and conditions, there are other Company policies and procedures that you agree to observe and follow during your employment with MOURI Tech.

If you wish to accept this employment offer, please sign all the pages, and return the duplicate of this letter as a token of your acceptance. This offer is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

We welcome you to the MOURI Tech FAMILY. We look forward to a lasting and mutually beneficial relationship. If you have any questions regarding this offer, please do not hesitate to contact us at <u>hr.in@mouritech.com</u>.

Sincerely,

A. Swaen Proddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

# ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Signature:....



# MOURI Tech Pvt. Ltd.

Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

### **General Terms & Conditions of Employment**

The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the Company policies. On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

#### Commencement of Employment

Your appointment would be effective from the agreed-upon "start date" and will be initially based on the work location selected for employment. Your services are transferable, and you may be assigned to any office of MOURI Tech in India or abroad any time based on business needs. You may also be deputized to work on projects for any affiliates, subsidiaries, or other companies with which MOURI Tech has such arrangements.

#### **Probation Period**

Your performance will be reviewed upon completion of six (6) months of employment from the date of joining. Your services shall be confirmed subject to satisfactory performance on the review.

#### **Notice Period**

The employment is terminable by you by giving ninety (90) days' written notice to the Company.

Company can also terminate the employment without any notice, if there is any breach of policies and guidelines, misconduct, performance issues, charged with any criminal offense, involved in any legal capability, false or misrepresentation of facts and failure of background checks.

• Company reserves the right to pay or recover salary and extend the relieving date in lieu of notice period subject to completion of the knowledge transfer. The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with you.

#### **Required Documents**

At the time of your joining, photocopy of the following documents should be submitted. Also, please carry the original documents for verification purpose.

- · Educational certificates beginning with the 10<sup>th</sup> grade
- Relieving/Experience certificates from your previous employer(s) indicating period of employment
- · Release Letter from your current employer indicating the date of release
- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)



Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
Special Allowance	8,833.00	1,05,992.00
SUB TOTAL (A)	19,783.00	2,37,392.00
Gratuity	301.00	3,608.00
PF - Employer	750.00	9,000.00
TOTAL	20,833.33	2,50,000.00
DEDUCTIONS	MONTHLY	YEARLY
PF Employee	750.00	9,000.00
TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

### \*Income taxes applicable for all amounts

## CONGRATULATIONS!!!

You made an important decision to join us, a choice that will create opportunities for you to do, learn and achieve more. As MOURI Tech Associate, you will be part of a global team that is committed to excellence.

Wish you great success in your journey with MOURI Tech family.

Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

Dear M. Kalyan

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

Your salary (Cost to Company – CTC) including all benefits will be of INR 2,50,000.00 per annum with an expected start date of 02 July, 2021. For the detailed structure of your salary, kindly refer to Annexure A.

You are entitled to **Grade MT** level and will be eligible for a performance linked "MOURI Tech Incentive Pay" (MIP). The MIP benefit could range from **0-10%** of your total CTC depending on the Individual Performance, Practice, and Organization. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

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We welcome you to the MOURI Tech FAMILY. We look forward to a lasting and mutually beneficial relationship. If you have any questions regarding this offer, please do not hesitate to contact us at <u>hr.in@mouritech.com</u>.

Sincerely,

A. Swaen Proddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

# ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Signature:....



# MOURI Tech Pvt. Ltd.

Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

### **General Terms & Conditions of Employment**

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- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)



Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
Special Allowance	8,833.00	1,05,992.00
SUB TOTAL (A)	19,783.00	2,37,392.00
Gratuity	301.00	3,608.00
PF - Employer	750.00	9,000.00
TOTAL	20,833.33	2,50,000.00
DEDUCTIONS	MONTHLY	YEARLY
PF Employee	750.00	9,000.00
TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

### \*Income taxes applicable for all amounts

## CONGRATULATIONS!!!

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Wish you great success in your journey with MOURI Tech family.

Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

### Dear N. Chakradhar

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

Your salary (Cost to Company – CTC) including all benefits will be of INR 2,50,000.00 per annum with an expected start date of 02 July, 2021. For the detailed structure of your salary, kindly refer to Annexure A.

You are entitled to **Grade MT** level and will be eligible for a performance linked "MOURI Tech Incentive Pay" (MIP). The MIP benefit could range from **0-10%** of your total CTC depending on the Individual Performance, Practice, and Organization. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile and performance in the selection process and is subject to your acceptance of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details. In addition to these terms and conditions, there are other Company policies and procedures that you agree to observe and follow during your employment with MOURI Tech.

If you wish to accept this employment offer, please sign all the pages, and return the duplicate of this letter as a token of your acceptance. This offer is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

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Sincerely,

A. Swaen Proddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

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Signature:....



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- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)



Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
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HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
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Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

Dear P. Suresh

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Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

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Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
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Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

Dear P. Venu

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

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Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

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Signature:....



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Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
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DEDUCTIONS	MONTHLY	YEARLY
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Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

Dear P. Saiteja

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

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Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

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Date: 15June 2021

## EMPLOYMENT OFFER LETTER

### Dear R Sai Kishore

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Date: 15June 2021

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## EMPLOYMENT OFFER LETTER

## Dear P. Sai Praveen Krishna

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Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

# ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Signature:....



# MOURI Tech Pvt. Ltd.

Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

### **General Terms & Conditions of Employment**

The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the Company policies. On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

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- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)



Date: 15June 2021

Annexure A

#### Designation: Associate Trainee

### Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
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HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
Special Allowance	8,833.00	1,05,992.00
SUB TOTAL (A)	19,783.00	2,37,392.00
Gratuity	301.00	3,608.00
PF - Employer	750.00	9,000.00
TOTAL	20,833.33	2,50,000.00
DEDUCTIONS	MONTHLY	YEARLY
PF Employee	750.00	9,000.00
TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

### \*Income taxes applicable for all amounts

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Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

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Date: 15June 2021

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## EMPLOYMENT OFFER LETTER

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Date: 15June 2021

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## EMPLOYMENT OFFER LETTER

## Dear N. Veeracharyulu

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## **Probation Period**

Your performance will be reviewed upon completion of six (6) months of employment from the date of joining. Your services shall be confirmed subject to satisfactory performance on the review.

## **Notice Period**

The employment is terminable by you by giving ninety (90) days' written notice to the Company.

Company can also terminate the employment without any notice, if there is any breach of policies and guidelines, misconduct, performance issues, charged with any criminal offense, involved in any legal capability, false or misrepresentation of facts and failure of background checks.

• Company reserves the right to pay or recover salary and extend the relieving date in lieu of notice period subject to completion of the knowledge transfer. The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with you.

## **Required Documents**

At the time of your joining, photocopy of the following documents should be submitted. Also, please carry the original documents for verification purpose.

- · Educational certificates beginning with the 10<sup>th</sup> grade
- Relieving/Experience certificates from your previous employer(s) indicating period of employment
- · Release Letter from your current employer indicating the date of release
- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)

Signature:..... Date:.....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

Annexure A

## Designation: Associate Trainee

## Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
Special Allowance	8,833.00	1,05,992.00
SUB TOTAL (A)	19,783.00	2,37,392.00
Gratuity	301.00	3,608.00
PF - Employer	750.00	9,000.00
TOTAL	20,833.33	2,50,000.00
DEDUCTIONS	MONTHLY	YEARLY
PF Employee	750.00	9,000.00
TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

## \*Income taxes applicable for all amounts

## CONGRATULATIONS!!!

You made an important decision to join us, a choice that will create opportunities for you to do, learn and achieve more. As MOURI Tech Associate, you will be part of a global team that is committed to excellence.

Wish you great success in your journey with MOURI Tech family.

Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....

Reg. Office: Bldg. #6-3-83, Floor III Loukya Towers, Mallampet Road, Bachupally, Hyderabad TS 500090, India AUSTRALIA | CANADA | GERMANY | INDIA | S. AFRICA | UAE | UK | USA



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

## Dear P. Venkata Hrushikesh

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

Your salary (Cost to Company – CTC) including all benefits will be of INR 2,50,000.00 per annum with an expected start date of 02 July, 2021. For the detailed structure of your salary, kindly refer to Annexure A.

You are entitled to **Grade MT** level and will be eligible for a performance linked "MOURI Tech Incentive Pay" (MIP). The MIP benefit could range from **0-10%** of your total CTC depending on the Individual Performance, Practice, and Organization. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile and performance in the selection process and is subject to your acceptance of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details. In addition to these terms and conditions, there are other Company policies and procedures that you agree to observe and follow during your employment with MOURI Tech.

If you wish to accept this employment offer, please sign all the pages, and return the duplicate of this letter as a token of your acceptance. This offer is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

We welcome you to the MOURI Tech FAMILY. We look forward to a lasting and mutually beneficial relationship. If you have any questions regarding this offer, please do not hesitate to contact us at <u>hr.in@mouritech.com</u>.

Sincerely,

A. Swaen Proddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

## ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Signature:....

Date:....



## MOURI Tech Pvt. Ltd.

Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

## **General Terms & Conditions of Employment**

The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the Company policies. On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

## Commencement of Employment

Your appointment would be effective from the agreed-upon "start date" and will be initially based on the work location selected for employment. Your services are transferable, and you may be assigned to any office of MOURI Tech in India or abroad any time based on business needs. You may also be deputized to work on projects for any affiliates, subsidiaries, or other companies with which MOURI Tech has such arrangements.

## **Probation Period**

Your performance will be reviewed upon completion of six (6) months of employment from the date of joining. Your services shall be confirmed subject to satisfactory performance on the review.

## **Notice Period**

The employment is terminable by you by giving ninety (90) days' written notice to the Company.

Company can also terminate the employment without any notice, if there is any breach of policies and guidelines, misconduct, performance issues, charged with any criminal offense, involved in any legal capability, false or misrepresentation of facts and failure of background checks.

• Company reserves the right to pay or recover salary and extend the relieving date in lieu of notice period subject to completion of the knowledge transfer. The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with you.

## **Required Documents**

At the time of your joining, photocopy of the following documents should be submitted. Also, please carry the original documents for verification purpose.

- · Educational certificates beginning with the 10<sup>th</sup> grade
- Relieving/Experience certificates from your previous employer(s) indicating period of employment
- · Release Letter from your current employer indicating the date of release
- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)

Signature:..... Date:.....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

Annexure A

## Designation: Associate Trainee

## Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
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TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

## \*Income taxes applicable for all amounts

## CONGRATULATIONS!!!

You made an important decision to join us, a choice that will create opportunities for you to do, learn and achieve more. As MOURI Tech Associate, you will be part of a global team that is committed to excellence.

Wish you great success in your journey with MOURI Tech family.

Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....

Reg. Office: Bldg. #6-3-83, Floor III Loukya Towers, Mallampet Road, Bachupally, Hyderabad TS 500090, India AUSTRALIA | CANADA | GERMANY | INDIA | S. AFRICA | UAE | UK | USA



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

## EMPLOYMENT OFFER LETTER

## Dear K. Shanmuki

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana**.

Your salary (Cost to Company – CTC) including all benefits will be of INR 2,50,000.00 per annum with an expected start date of 02 July, 2021. For the detailed structure of your salary, kindly refer to Annexure A.

You are entitled to **Grade MT** level and will be eligible for a performance linked "MOURI Tech Incentive Pay" (MIP). The MIP benefit could range from **0-10%** of your total CTC depending on the Individual Performance, Practice, and Organization. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile and performance in the selection process and is subject to your acceptance of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details. In addition to these terms and conditions, there are other Company policies and procedures that you agree to observe and follow during your employment with MOURI Tech.

If you wish to accept this employment offer, please sign all the pages, and return the duplicate of this letter as a token of your acceptance. This offer is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

We welcome you to the MOURI Tech FAMILY. We look forward to a lasting and mutually beneficial relationship. If you have any questions regarding this offer, please do not hesitate to contact us at <u>hr.in@mouritech.com</u>.

Sincerely,

A. Swaen Proddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd.

## ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Signature:....

Date:....



## MOURI Tech Pvt. Ltd.

Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

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The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the Company policies. On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

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## **Probation Period**

Your performance will be reviewed upon completion of six (6) months of employment from the date of joining. Your services shall be confirmed subject to satisfactory performance on the review.

## **Notice Period**

The employment is terminable by you by giving ninety (90) days' written notice to the Company.

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• Company reserves the right to pay or recover salary and extend the relieving date in lieu of notice period subject to completion of the knowledge transfer. The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with you.

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- · Release Letter from your current employer indicating the date of release
- · Permanent Account Number (PAN) card
- Permanent Address proof (Voter ID/Aadhar Card/Ration Card)
- 4 photographs (passport size)

Signature:..... Date:.....



Survey No. 64, 4<sup>th</sup> Floor SBR Surya Pearl Sector III Hitech City, Madhapur Hyderabad TS 500081 P: +91 40 67254100

Date: 15June 2021

Annexure A

## Designation: Associate Trainee

## Location : HitechCity Branch

EARNINGS	MONTHLY	YEARLY
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HRA	2,500.00	30,000.00
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Fuel Charges	2,000.00	24,000.00
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TOTAL (A-B)	19,032.67	2,28,392.00

## \*Income taxes applicable for all amounts

## CONGRATULATIONS!!!

You made an important decision to join us, a choice that will create opportunities for you to do, learn and achieve more. As MOURI Tech Associate, you will be part of a global team that is committed to excellence.

Wish you great success in your journey with MOURI Tech family.

Sincerely,

A. Swalla Roddy

Swarna ANNAPUREDDY Director - HR MOURI Tech Pvt Ltd

Signature:..... Date:....

Reg. Office: Bldg. #6-3-83, Floor III Loukya Towers, Mallampet Road, Bachupally, Hyderabad TS 500090, India AUSTRALIA | CANADA | GERMANY | INDIA | S. AFRICA | UAE | UK | USA



# Dear K.NAVEEN KUMAR 05.12.2021.

A very warm welcome to the Ram Group Family!

- i. Ram Teach is an organization with Indian roots and a global outlook. We have a distinctive culture, and would like you to enrich and enhance this culture. This letter is our invitation to join us in building a truly global corporation. We are sure that with your coming onboard we will be adding to our Organization's strengths of competence, commitment and customer orientation. There is no bond, this employment is of will i.e. both Employee and Employer can terminate this employment, by giving a notice period of one month for any reason.
- ii. Please sign a copy of this offer letter as a token of acceptance by understanding that the Company is engaged in a continuous program of research, development, production and marketing in connection with its business and it is critical for the Company to preserve and protect its information.
- iii. Accordingly, enter into this Agreement as a condition that you will maintain the confidentiality and will not share or reuse the information. All the deliverables including and not limited to Ideas, Thoughts, Designs, Code, Content, Marketing, Business Deals and Inventions are the property of the company, even if it is done by you or your team.

You will receive a total compensation of **Rs. 2, 80,000**/- **(Rupees Two lakh eighty thousand only)** per annum. The compensation package consists of: CM1. Salary & Retrials CM2. Position Linked Benefits CM3. Variable Pay (Annual Performance Driven Pay or APDP)\* CM4. Retention Bonus\*\*

(BALAVARMAN) Global HR Head



# Dear PAMPANA RAVI 05.12.2021.

A very warm welcome to the Ram Group Family!

- i. Ram Teach is an organization with Indian roots and a global outlook. We have a distinctive culture, and would like you to enrich and enhance this culture. This letter is our invitation to join us in building a truly global corporation. We are sure that with your coming onboard we will be adding to our Organization's strengths of competence, commitment and customer orientation. There is no bond, this employment is of will i.e. both Employee and Employer can terminate this employment, by giving a notice period of one month for any reason.
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(BALAVARMAN) Global HR Head



# Dear PAMPANA RAVI 05.12.2021.

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(BALAVARMAN) Global HR Head



# Dear N.VEERACHARYALU 05.12.2021.

A very warm welcome to the Ram Group Family!

- i. Ram Teach is an organization with Indian roots and a global outlook. We have a distinctive culture, and would like you to enrich and enhance this culture. This letter is our invitation to join us in building a truly global corporation. We are sure that with your coming onboard we will be adding to our Organization's strengths of competence, commitment and customer orientation. There is no bond, this employment is of will i.e. both Employee and Employer can terminate this employment, by giving a notice period of one month for any reason.
- ii. Please sign a copy of this offer letter as a token of acceptance by understanding that the Company is engaged in a continuous program of research, development, production and marketing in connection with its business and it is critical for the Company to preserve and protect its information.
- iii. Accordingly, enter into this Agreement as a condition that you will maintain the confidentiality and will not share or reuse the information. All the deliverables including and not limited to Ideas, Thoughts, Designs, Code, Content, Marketing, Business Deals and Inventions are the property of the company, even if it is done by you or your team.

You will receive a total compensation of **Rs. 2, 80,000**/- **(Rupees Two lakh eighty thousand only)** per annum. The compensation package consists of: CM1. Salary & Retrials CM2. Position Linked Benefits CM3. Variable Pay (Annual Performance Driven Pay or APDP)\* CM4. Retention Bonus\*\*

(BALAVARMAN) Global HR Head



Date: 24-02-2021

M Nagaraju Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

## Subject: Offer Letter

Dear Nagaraju,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: **5,00,000 INR** (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: **5,00,000 INR** Group Term Life Insurance: **10,00,000 INR** 

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- · Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card.
- Photocopy of AADHAR (UID) card.
- UAN card copy and PF number.
- Salary Slip (Last 3 Months).
- Bank Statement.
- Cancelled Cheque or Bank Passbook.
- Driving License.

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio a nd liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304



## Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

## Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

N Aravind Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

## Subject: Offer Letter

Dear Aravind,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: **5,00,000 INR** (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: **5,00,000 INR** Group Term Life Insurance: **10,00,000 INR** 

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card.
- Photocopy of AADHAR (UID) card.
- UAN card copy and PF number.
- Salary Slip (Last 3 Months).
- Bank Statement.
- Cancelled Cheque or Bank Passbook.
- Driving License.

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio a nd liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304



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Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

## Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

N Saiteja Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

## Subject: Offer Letter

Dear Saiteja,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

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You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304

## Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

## Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

N Umesh Chandra Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

## Subject: Offer Letter

Dear N Umesh Chandra,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana - 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: 5,00,000 INR (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: 5,00,000 INR Group Term Life Insurance: 10,00,000 INR

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- . Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card. .
- Photocopy of AADHAR (UID) card. .
- UAN card copy and PF number. .
- Salary Slip (Last 3 Months). .
- Bank Statement. .
- Cancelled Cheque or Bank Passbook.
- Driving License. .

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio and liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager - Human Resources.





Urbtech Trade Center, 9th Floor,

Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304

## Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

## Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

N V S J K Naidu Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

## Subject: Offer Letter

Dear Naidu,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: **5,00,000 INR** (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: **5,00,000 INR** Group Term Life Insurance: **10,00,000 INR** 

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card.
- Photocopy of AADHAR (UID) card.
- UAN card copy and PF number.
- Salary Slip (Last 3 Months).
- Bank Statement.
- Cancelled Cheque or Bank Passbook.
- Driving License.

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio a nd liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304

## Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

## Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

P Sudheer Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

## Subject: Offer Letter

Dear Sudheer,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: **5,00,000 INR** (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: **5,00,000 INR** Group Term Life Insurance: **10,00,000 INR** 

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- · Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card.
- Photocopy of AADHAR (UID) card.
- UAN card copy and PF number.
- Salary Slip (Last 3 Months).
- Bank Statement.
- Cancelled Cheque or Bank Passbook.
- Driving License.

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio a nd liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304

## Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

## Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

V Sai Krishna Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

#### Subject: Offer Letter

Dear Sai Krishna,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: **5,00,000 INR** (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: **5,00,000 INR** Group Term Life Insurance: **10,00,000 INR** 

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- · Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card.
- Photocopy of AADHAR (UID) card.
- UAN card copy and PF number.
- Salary Slip (Last 3 Months).
- Bank Statement.
- Cancelled Cheque or Bank Passbook.
- Driving License.

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio a nd liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304

#### Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

#### Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 24-02-2021

M Devendhar Avanthi Institute Of Engineering & Technology - [AIET], Vizianagaram, Andhra Pradesh.

#### Subject: Offer Letter

Dear Devendhar,

With reference to your application and subsequent interviews with our client Sterlite Technologies Limited, it gives us immense pleasure to inform you that you have been selected for the post of "Project Engineer". Please note that your reporting location shall be Sterlite Technologies Limited, 5th Floor (501, 508, 509, 510) Shangrila Plaza, Road No 2, Banjara Hills, Hyderabad. Telangana – 500034 and you can join us on or before 01-03-2023.

You will be entitled to a CTC of 2,59,668 p.a. and conveyance reimbursement at 3.50 INR per KM, to a maximum of 7,500 INR per month and mobile reimbursement maximum of 400 INR per month and medical insurance as follows:

Group Mediclaim: **5,00,000 INR** (Self, if unmarried; Self, Spouse and 2 dependent children, if married) Group Personal Accident: **5,00,000 INR** Group Term Life Insurance: **10,00,000 INR** 

The CTC Breakup of your compensation is mentioned in the attached Annexure I.

An appointment letter containing other terms & conditions of employment will be issued to you upon your joining.

You are required to submit the following documents on the date of your joining as a part of joining formalities:

- · Passport size photographs (Hard or Soft Copy).
- Photocopy of all-educational certificates from class10<sup>th</sup> onwards.
- Relieving letter of previous employer or resignation acceptance letter in lieu of the same.
- Photocopy of PAN card.
- Photocopy of AADHAR (UID) card.
- UAN card copy and PF number.
- Salary Slip (Last 3 Months).
- Bank Statement.
- Cancelled Cheque or Bank Passbook.
- Driving License.

As a part of the joining formalities, the company will conduct background checks. Your appointment will be made based on your particulars such as resume, qualification certificate, experience letters, salary details etc., as given in your application for employment and in case any information as given by you is found false or incorrect your offer will be deemed void ab initio a nd liable for termination without any notice.

You are requested to confirm your acceptance by signing the duplicate copy of this letter and returning it to us immediately.

We welcome you to our organization and look forward to a mutually beneficial relationship.

#### For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.





Urbtech Trade Center, 9th Floor, Tower-A, 35, B Block, Sector 132, Noida, Uttar Pradesh - 201304

#### Annexure I: CTC Breakup

Please note your salary details are strictly confidential.

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	14716	176592
House Rent Allowance	1153	13836
Special Allowance	0	0
Statutory Bonus	1226	14712
Gross Salary	17095	205140
Employer's Contribution		
Employer Provident Fund	1913	22956
Employer ESI	556	6672
Medical Insurance	1367	16404
Gratuity	708	8496
Total Employer Share	4544	54528
Cost to Company (CTC)	21639	259668
Deduction: (Subjected to change)		
Employee Provident Fund	1766	21192
Employee ESI	129	1548
Total Deduction	1895	22740
Net Take Home	15200	182400

\* Income tax, Professional tax, and Labour welfare fund as applicable by law will be deducted.

\* Gratuity will be applicable as per the gratuity act.

For Manone India Pvt. Ltd.



Authorized Signatory, Hemanta Kumar Khuntia, General Manager – Human Resources.

#### Acceptance:

I Konkupudi Dileep, have read over and do hereby accept the above-mentioned terms and conditions.

Signature:

Date:



Date: 12/02/2021

# **Intent to Offer**

#### Dear Vechalapu Madhava Naidu

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant GCM 1	
Band & Grade:		
Pay and Allowance	Monthly	Yearly
Basic Pay	9,917	1,19,000
Basket of Allowances (BOA)	14,583	1,75,000
Gross Pay & Allowances	24,500	2,94,000
Provident Fund (PF)	1,800	21,600
Statutory Bonus	2,033	24,400
Statutory & Retirals Benefits	3,833	46,000
Cost to Company (OTE)	28,333	3,40,000



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	



Date: 12/02/2021

# **Intent to Offer**

Dear Medapalli Harini

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant GCM 1	
Band & Grade:		
Pay and Allowance	Monthly	Yearly
Basic Pay	9,917	1,19,000
Basket of Allowances (BOA)	14,583	1,75,000
Gross Pay & Allowances	24,500	2,94,000
Provident Fund (PF)	1,800	21,600
Statutory Bonus	2,033	24,400
Statutory & Retirals Benefits	3,833	46,000
Cost to Company (OTE)	28,333	3,40,000



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	



Date: 12/02/2021

# **Intent to Offer**

Dear Prathusa

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant GCM 1	
Band & Grade:		
Pay and Allowance	Monthly	Yearly
Basic Pay	9,917	1,19,000
Basket of Allowances (BOA)	14,583	1,75,000
Gross Pay & Allowances	24,500	2,94,000
Provident Fund (PF)	1,800	21,600
Statutory Bonus	2,033	24,400
Statutory & Retirals Benefits	3,833	46,000
Cost to Company (OTE)	28,333	3,40,000



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	



Date: 12/02/2021

# **Intent to Offer**

Dear Veerni Erraji

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant GCM 1	
Band & Grade:		
Pay and Allowance	Monthly	Yearly
Basic Pay	9,917	1,19,000
Basket of Allowances (BOA)	14,583	1,75,000
Gross Pay & Allowances	24,500	2,94,000
Provident Fund (PF)	1,800	21,600
Statutory Bonus	2,033	24,400
Statutory & Retirals Benefits	3,833	46,000
Cost to Company (OTE)	28,333	3,40,000



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	



Date: 12/02/2021

# **Intent to Offer**

Dear Anil Kumar

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant GCM 1	
Band & Grade:		
Pay and Allowance	Monthly	Yearly
Basic Pay	9,917	1,19,000
Basket of Allowances (BOA)	14,583	1,75,000
Gross Pay & Allowances	24,500	2,94,000
Provident Fund (PF)	1,800	21,600
Statutory Bonus	2,033	24,400
Statutory & Retirals Benefits	3,833	46,000
Cost to Company (OTE)	28,333	3,40,000



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	



Date: 12/02/2021

# **Intent to Offer**

Dear Kalyan

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant		
Band & Grade:	GCM 1		
Pay and Allowance	Monthly	Yearly	
Basic Pay	9,917	1,19,000	
Basket of Allowances (BOA)	14,583	1,75,000	
Gross Pay & Allowances	24,500	2,94,000	
Provident Fund (PF)	1,800	21,600	
Statutory Bonus	2,033	24,400	
Statutory & Retirals Benefits	3,833	46,000	
Cost to Company (OTE)	28,333	3,40,000	



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	



Date: 12/02/2021

#### **Intent to Offer**

Dear Sai Ananth Eswar

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (GCM 1)** with Syntel Private Limited ("Company").

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

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

This Offer of Intent is valid subject to:

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

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.



If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature

**Encl: Annexure** 



# **ANNEXURE A**

#### SALARY DISTRIBUTION

Designation:	Associate Consultant		
Band & Grade:	GCM 1		
Pay and Allowance	Monthly	Yearly	
Basic Pay	9,917	1,19,000	
Basket of Allowances (BOA)	14,583	1,75,000	
Gross Pay & Allowances	24,500	2,94,000	
Provident Fund (PF)	1,800	21,600	
Statutory Bonus	2,033	24,400	
Statutory & Retirals Benefits	3,833	46,000	
Cost to Company (OTE)	28,333	3,40,000	



#### **ANNEXURE B**

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints	
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes	
CSS3	Selectors, Box Model, Backgrounds	
Java Script	Statements, Functions, Events, Array, Date, Conditions	
JS JSON	JSON basic, JSON vs XML	
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC	





27/1/2021 Hyderabad, Telangana

Vamala Pavan Kumar Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

#### Dear Vamala Pavan Kumar,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date:

Full Name: Singupuram Pratap

😂 +91 **81210 19111** 

www.TuringMinds.ai

🔀 info@turingminds.ai

👤 Block A, 2<sup>nd</sup> Floor, Jyothi Imperial, Janardhana Hills, Gachibowli, Hyderabad – 500032



# a Soothsayer Analytics Company

# ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

얗 +91 **81210 19111** 

www.TuringMinds.ai

🔀 info@turingminds.ai

🙎 Block A, 2<sup>nd</sup> Floor, Jyothi Imperial, Janardhana Hills, Gachibowli, Hyderabad – 500032



# TuringMinds A

a Soothsayer Analytics Company

#### TERMS AND CONDITIONS

#### ANNEXURE - B

#### Satisfactory Completion of the Training

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

#### Employment on completion of the Training

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

#### Termination and Discontinuation

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

#### Repayment and Reimbursement of Expenses

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

#### Disputes and Resolutions

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

🗳 +91 **81210 19111** 

www.TuringMinds.ai

🔀 info@turingminds.ai

👤 Block A, 2<sup>nd</sup> Floor, Jyothi Imperial, Janardhana Hills, Gachibowli, Hyderabad – 500032



# TuringMinds. 🗛

a Soothsayer Analytics Company

#### SERVICE AGREEMENT

#### ANNEXURE - C

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

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

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

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

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

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

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

+91 81210 19111

www.TuringMinds.ai

info@turingminds.ai  $\sim$ 





Vasupalli Pati Prasanth Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Vasupalli Pati Prasanth,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Singupuram Pratap

😂 +91 **81210 19111** 

www.TuringMinds.ai

🔀 info@turingminds.ai



### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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

### Employment on completion of the Training

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

### Termination and Discontinuation

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

### Repayment and Reimbursement of Expenses

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

### Disputes and Resolutions

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

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### SERVICE AGREEMENT

### ANNEXURE - C

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

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

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

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

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

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

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

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Sanaboni Madhu Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Sanaboni Madhu,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date:

Full Name: Singupuram Pratap

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### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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

### Employment on completion of the Training

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

### Termination and Discontinuation

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

### Repayment and Reimbursement of Expenses

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

### Disputes and Resolutions

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

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### SERVICE AGREEMENT

### ANNEXURE - C

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

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

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

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

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

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

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

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Bangari Somesh Yadav Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Bangari Somesh Yadav,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Singupuram Pratap

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### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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

### Employment on completion of the Training

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

### Termination and Discontinuation

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

### Repayment and Reimbursement of Expenses

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

### Disputes and Resolutions

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

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### SERVICE AGREEMENT

### ANNEXURE - C

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

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

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

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

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

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

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

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Vakada Jhansi Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Vakada Jhansi,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date:

Full Name: Singupuram Pratap

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### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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

### Employment on completion of the Training

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

### Termination and Discontinuation

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

### Repayment and Reimbursement of Expenses

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

### Disputes and Resolutions

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

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### SERVICE AGREEMENT

### ANNEXURE - C

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

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

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

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

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

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

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

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Yaandra Siva Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Yaandra Siva,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Singupuram Pratap

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### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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

### Employment on completion of the Training

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

### Termination and Discontinuation

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

### Repayment and Reimbursement of Expenses

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

### Disputes and Resolutions

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

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### SERVICE AGREEMENT

### ANNEXURE - C

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

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

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

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

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

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

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

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Yaandra Siva Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Yaandra Siva,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Singupuram Pratap

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### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

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

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

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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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

### Employment on completion of the Training

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

### Termination and Discontinuation

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

### Repayment and Reimbursement of Expenses

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### Disputes and Resolutions

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- 13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

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### SERVICE AGREEMENT

### ANNEXURE - C

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

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

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

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

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

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

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Tentu Chandra Sekhar Avanthi Institute Of Engineering & Technology

Sub: "Employment with TuringMinds.ai".

### Dear Tentu Chandra Sekhar,

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

During the training period, you must fulfill the following conditions

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

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

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

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

The deadline for completing joining process with TuringMinds is 28/1/2022. Your employment as Data Scientist will start from 30/1/2022. We look forward to having you onboard.

Sincerely

Sairam Chavali Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date:

Full Name: Singupuram Pratap

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### ANNEXURE - A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist ed (in INR) 500000	
Salary Offered (in INR)		
Salary Head	Yearly	Monthly
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### TERMS AND CONDITIONS

### ANNEXURE - B

### Satisfactory Completion of the Training

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### ANNEXURE - C

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

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

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Date: 10th August 2021

Ms. Marrapu Ramya, Hyderabad.

### **STRICTLY PRIVATE AND CONFIDENTIAL**

Dear Ramya,

We are pleased to offer you a position as a **Software Design Trainee** with WinWire Technologies India Private Limited, a subsidiary of WinWire Technologies, Incorporated. We are sure that WinWire will provide you with a satisfying and challenging work environment along with a successful growth path.

You will initially be receiving a consolidated salary of **Rs.25,000/- Per Month (Rupees Twenty five thousand only)** for a period of one year. In addition to your salary, you are eligible for a retention bonus of **Rs.1,00,000/-Per Annum (Rupees One lakh only)** which will be processed and paid upon your successful completion of two years in the organization. Terms and conditions that will affect your employment are contained in Exhibit A.

Looking forward to your acceptance of this offer (which expires by end of day on **12**<sup>th</sup> **August 2021**).

Your joining will be in the month of **October 2021** and you will be a receiving a call letter before your joining date.

We look forward to a mutually rewarding association with you at WinWire.

Yours sincerely,

For WinWire Technologies (India) Private Limited

Pavan Kumar K Senior Manager-HR

WinWire Technologies India Private Limited

Registered Office: Jyothi Pinnacle, 9<sup>th</sup> Floor, Hitech City Road, Whitefields, Kondapur, Hyderabad – 500084. Ph: +91 9133888812 Bengaluru: "Suraj Ganga Soft Park", 3<sup>rd</sup> Floor, #34, 1<sup>st</sup> Main Road, 3<sup>rd</sup> Phase, JP Nagar, Bengaluru - 560078. Ph: 080 2658 7878 CIN: U72200TG2007PTC053638. Website: www.WinWire.com



### <u>Exhibit A</u>

### **TERMS AND CONDITIONS OF EMPLOYMENT**

You are expected to devote your full business time, attention and energies to the training and performance of your duties with the Company. Your place of reporting will be **Hyderabad**, India. Upon successful completion of the training, your place of work will be either **Hyderabad/Bengaluru** based on the project need. India. Under the terms of this agreement, and without the need to terminate the employment relationship, the Company in order to impart effective training in various aspects which will prove beneficial to you may arrange for you to obtain such training in any department as it may think fit and necessary. The Company may assign you additional tasks or to a new manager, modify or remove your assigned duties, or change the place of your employment without additional compensation to you.

You also hereby consent and agree to any amendments to these terms and conditions of employment, as deemed necessary by WinWire Technologies (India) Private Limited. You will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you.

**Compensation**: Your annual compensation is in accordance with the Company's standard payroll practices for salaried employees in India. The compensation will be subject to the usual deductions including deductions for tax and statutory contribution normally to be withheld by an employer in India and will be subject to adjustment pursuant to the Company's compensation policies in effect and your performance.

In case you are assigned to work outside your normal place of posting, the specific deputation letter would notify you of any changes in the compensation and benefits. In the event you are sent abroad on training and/or project work, you may be required to sign an agreement for service with the Company as per the policy of the Company.

**Employee Benefits**: You will be entitled, during the term of your employment, to the Company's standard health, vacation, and other benefits covering employees in positions similar to yours and based in India. Employer contributions and employee deductions will be paid into the appropriate mandated plans as opted by you. A list of public holidays recognized by the Company and other benefits information will be provided to you once you join the Company. If you are deputed for an overseas assignment, the deputation letter specific to your place of posting will specify the leave entitlements.

**Proprietary Information and Inventions Agreement**: You will be required to sign the WinWire Technologies standard Proprietary Information and Inventions Agreement, a copy of which will be provided to you on the date of joining. You may also be required to sign the proprietary and Inventions Agreement of our client(s), you are assigned to.

#### WinWire Technologies India Private Limited

Registered Office: Jyothi Pinnacle, 9<sup>th</sup> Floor, Hitech City Road, Whitefields, Kondapur, Hyderabad – 500084. Ph: +91 9133888812 Bengaluru: "Suraj Ganga Soft Park", 3<sup>rd</sup> Floor, #34, 1<sup>st</sup> Main Road, 3<sup>rd</sup> Phase, JP Nagar, Bengaluru - 560078. Ph: 080 2658 7878 CIN: U72200TG2007PTC053638. Website: www.WinWire.com



**Period of Employment:** Your position with the Company will be probationary from the commencement date of this agreement until the expiration of a period of 1 Year. During this period. The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and or the rules framed by the Company.

**Termination of employment:** Company may at anytime terminate your employment by giving you two months notice in writing or by paying two months salary in lieu of notice. You may also terminate this agreement by giving two months notice in writing or by paying two months salary in lieu of notice. However, releasing you prior to the stipulated two months of notice period is at the discretion of the Company.

Your employment may be terminated by the Company without notice or payment in lieu thereof if you commit any serious or persistent breach or non-observance of the terms, or are guilty of any serious negligence or gross misconduct in connection with or affecting the business or affairs of the Company so serious in nature that the terminating party could not reasonably be expected to continue the agreement for any period of time. Any one of the following shall constitute default on the part of the employee as mentioned below.

- Unauthorized absence by the employee for a period of 4 consecutive days
- Willful negligence on the part of the employee during training period/service thereafter
- Willful negligence and disobedience of the supervisor's directions/instructions
- Lack of proper attitude by the employee in the training program or during his service with the Company
- Unsatisfactory performance on the part of the employee
- Breach of any of the terms and conditions of this agreement
- Abandonment by the employee of the training program / service of the Company

**Recovery:** In case you leave employment with Company without serving two months notice, you will pay or we shall have the right to deduct as liquidated damages an amount equivalent to two months salary and allowance (incase, you are currently deputed for an overseas assignment) from any amount that may be due.

In the event of separation from services of the Company, (separation can also include termination on performance grounds), within 12 months of joining, the Company has the right to recover the amount if paid to you in the form of Relocation Reimbursement/Joining Bonus or any other expenses incurred which is not part of the compensation.

**Background Verification:** Upon your joining, Company shall, directly or through a third party, carry out a detailed background verification to validate the information and credentials submitted by you. Company reserves the right to terminate without notice, the employment contract, at any point during the course of employment, if the background verification report is found incongruent with the information & credentials provided by you. Additionally, in such an eventuality, Company shall require you to refund the salary paid including employee benefits availed, if any, till such date.

#### WinWire Technologies India Private Limited



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

- Not reporting to work on the accepted date
- Not agreeing to execute the Employee Proprietary Information, Inventions and Non-competition Agreement
- Unsatisfactory feedback on your credentials from any of the references furnished by you
- Any other essential information that has been suppressed or falsely provided

Please note that individual salary is a confidential matter and not to be discussed with any other employee or 3rd Party.

Please maintain strict confidentiality of the terms and conditions of your employment. The Company takes a very serious view of such disclosures and you will be liable for disciplinary action in case of breach of this condition of service.

We take this opportunity to wish you a long and successful career with us.

### For WinWire Technologies (India) Private Limited

Pavan Kumar K Senior Manager-HR

Please sign a copy of this letter indicating your acceptance of the above terms and conditions of this offer and return a copy to us.

I have read and accepted this employment offer:

Date \_\_\_\_\_

Name:	
-------	--

Signature:	
------------	--

#### WinWire Technologies India Private Limited

Registered Office: Jyothi Pinnacle, 9<sup>th</sup> Floor, Hitech City Road, Whitefields, Kondapur, Hyderabad – 500084. Ph: +91 9133888812 Bengaluru: "Suraj Ganga Soft Park", 3<sup>rd</sup> Floor, #34, 1<sup>st</sup> Main Road, 3<sup>rd</sup> Phase, JP Nagar, Bengaluru - 560078. Ph: 080 2658 7878 CIN: U72200TG2007PTC053638. Website: www.WinWire.com