



# CITY ENGINEERING COLLEGE

Approved by AICTE New Delhi & Affiliated by VTU, Belagavi  
Doddakallasandra, Off Kanakapura Main Road,  
Next to Gokulam Apartment, Bangalore - 560 062.



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## CRITERION 5 – STUDENT SUPPORT AND PROGRESSION

**KEY INDICATOR:** 5.2 Student Progression.

**Metric Number:** 5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years.

Number and List of students placed along with  
placement details for the Academic Year  
2021-22

**5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years**

Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
	Ritwik	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Durgadevi M S	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Vamsinandan B S	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Dhruthi K A	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Karthik A N	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Surabhi G R	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Kushal C	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Shirisha B	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Vaishnavi P	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Priyanka.R	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Kavya	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Bhavana D A	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Pramod Kumar B S	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Anusha	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Srivathsa G	Electronics & Communication Engineering	2022	Trade Stock	3,25,000
	Kaushik A	Computer Science & Engineering	2022	Trade Stock	3,25,000
	R Lakshmi Sai Chetana Nath	Computer Science & Engineering	2022	Trade Stock	3,25,000
	Govardhan KN	Electronics & Communication Engineering	2022	Trade Stock	3,25,000
	Ankit Kumar	Electronics & Communication Engineering	2022	Accenture	3,80,000
	Namratha S	Computer Science & Engineering	2022	Wipro	3,60,000
	Anusha	Computer Science & Engineering	2022	Wipro	3,60,000
	Amulya K J.	Computer Science & Engineering	2022	Wipro	3,60,000
	Prathisha K.S. Karanth	Computer Science & Engineering	2022	Wipro	3,60,000
	Kushal C	Computer Science & Engineering	2022	Wipro	3,60,000
	Bhoomika	Computer Science & Engineering	2022	Wipro	3,60,000
	Ankit Kumar	Electronics & Communication Engineering	2022	TCS	3,36,000
Vamsinandan B S	Computer Science & Engineering	2022	TCS	3,36,000	

Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
	Nithish Gundappa Ms	Computer Science & Engineering	2022	TCS	3,36,000
	Priya Singh M	Computer Science & Engineering	2022	TCS	3,36,000
	Durgadevi Ms	Computer Science & Engineering	2022	TCS	3,36,000
	Divyashree R	Computer Science & Engineering	2022	TCS	3,36,000
	R Lakshmi Sai Chetana Nath	Computer Science & Engineering	2022	HCL	3,65,000
	Parveen Taj	Computer Science & Engineering	2022	Persistent Systems Pvt Ltd.	4,75,000
	Srilakshmi C S	Computer Science & Engineering	2022	Expleo	3,63,000
	Sarah Batool	Computer Science & Engineering	2022	Expleo	3,63,000
	Surabhi G. R.	Computer Science & Engineering	2022	Expleo	3,63,000
	Karthik A N	Computer Science & Engineering	2022	Expleo	3,63,000
	Keerti Sri	Computer Science & Engineering	2022	Expleo	3,63,000
	Aishwarya H S	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Poornesh	Electronics & Communication Engineering	2022	Cap Gemini	4,00,000
	Ritwik V.	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Abhishek S	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Abdul Mannan	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Vaishnavi P	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Jahnvi H B	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Venkatesh Gowda S P	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Nasreen Fathima,	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Namratha S	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Vamsinandan B S	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Survi Kumari	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Saniya Samreen	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Pramod Kumar B S	Computer Science & Engineering	2022	Juspay	3,60,000
	Srilakshmi C S	Computer Science & Engineering	2022	TuringMins.Ai	6,28,000
	Kavya	Computer Science & Engineering	2022	TuringMins.Ai	6,28,000
	Puneeth P	Computer Science & Engineering	2022	TuringMins.Ai	6,28,000
	Kushal C	Computer Science & Engineering	2022	TuringMins.Ai	6,28,000

Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
2021-22	Abdul Mannan	Computer Science & Engineering	2022	Worksbot	4,00,000
	Divyashree R	Computer Science & Engineering	2022	Worksbot	4,00,000
	Sarah Batool	Computer Science & Engineering	2022	Worksbot	4,00,000
	Udanka Aarun Jain	Computer Science & Engineering	2022	Worksbot	4,00,000
	Akanksha Kulkarni	Computer Science & Engineering	2022	Worksbot	4,00,000
	Niharika M	Computer Science & Engineering	2022	Worksbot	4,00,000
	R Lakshmi Sai Chetana Nath	Computer Science & Engineering	2022	Worksbot	4,00,000
	Shyam Sundhar M G	Electronics & Communication Engineering	2022	Worksbot	4,00,000
	Tejas S	Computer Science & Engineering	2022	Worksbot	4,00,000
	Bhavana Kumar	Computer Science & Engineering	2022	Worksbot	4,00,000
	Karthik P S	Electronics & Communication Engineering	2022	Worksbot	4,00,000
	Prashanth Kumar N	Computer Science & Engineering	2022	Worksbot	4,00,000
	Joyeeta Sarkar	Electronics & Communication Engineering	2022	Worksbot	4,00,000
	Karthik A.N.	Computer Science & Engineering	2022	Worksbot	4,00,000
	Surabhi G.R.	Computer Science & Engineering	2022	Worksbot	4,00,000
	Krutika S.	Electronics & Communication Engineering	2022	Worksbot	4,00,000
	Shashank Mishra	Computer Science & Engineering	2022	Worksbot	3,00,000
	Monika B	Computer Science & Engineering	2022	Worksbot	3,00,000
	Nethra Shree C	Computer Science & Engineering	2022	Worksbot	3,00,000
	Shushma R B	Computer Science & Engineering	2022	Worksbot	3,00,000
	Suraj S	Computer Science & Engineering	2022	Worksbot	3,00,000
	Muthubharathi G	Computer Science & Engineering	2022	Worksbot	3,00,000
	Shirisha B	Computer Science & Engineering	2022	Worksbot	3,00,000
	Sindhu S	Computer Science & Engineering	2022	Worksbot	3,00,000
	Vijay Kumar	Mechanical Engineering	2022	Worksbot	5,00,000
	Rashmi R	Mechanical Engineering	2022	Worksbot	5,00,000
	Karthik A.N.	Computer Science & Engineering	2022	6D Technology	4,00,000
Jagadish V.	Civil Engineering	2022	SKY Walk	3,57,000	
Ankit Kumar	Electronics & Communication Engineering	2022	Park Controls and Communications	3,00,000	

Year	Name of student who has been placed	Program graduated from	Year of graduation	Name of the employer with contact details	Pay package at appointment (In INR per annum)
	Amarjith V S	Electronics & Communication Engineering	2022	Park Controls and Communications	3,00,000
	Mayur G.R.	Computer Science & Engineering	2022	Infosys	3,60,000
	Spurty Babu Naik	Computer Science & Engineering	2022	Infosys	3,60,000
	Namratha S.	Computer Science & Engineering	2022	Infosys	3,60,000
	Bhavana K.	Computer Science & Engineering	2022	Infosys	3,60,000
	Srilakshmi C S	Computer Science & Engineering	2022	Infosys	3,60,000
	Bhavana D A	Computer Science & Engineering	2022	Infosys	3,60,000
	Amulya K J.	Computer Science & Engineering	2022	Infosys	3,60,000
	Vinuth S	Computer Science & Engineering	2022	Infosys	3,60,000
	Shweta C	Computer Science & Engineering	2022	Infosys	3,60,000
	Amarjith V S	Electronics & Communication Engineering	2022	Insemi Technology Services	5,00,000
	Karthik A N	Computer Science & Engineering	2022	Wipro	3,60,000
	Kevin V.	Computer Science & Engineering	2022	Wipro	3,60,000
	Bhavana D A	Computer Science & Engineering	2022	Wipro	3,60,000
	Udanka Aarunjain	Computer Science & Engineering	2022	Msys Technologies	4,00,000
	Karthik P.S.	Electronics & Communication Engineering	2022	Rinex Technologies	6,00,000
	Rashmi R	Computer Science & Engineering	2022	Rinex Technologies	6,00,000
	Shweta C	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Divya G	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Suraj S.	Computer Science & Engineering	2022	Computacenter India Pvt. Ltd.	4,50,000
	Prathisha K.S. Karanth	Computer Science & Engineering	2022	ITC Info tech India	3,60,000
	Keerthi Sri	Computer Science & Engineering	2022	ITC Info tech India	3,60,000
	Kavya R S	Computer Science & Engineering	2022	Wipro	3,60,000
	Pooja K	Computer Science & Engineering	2022	Wipro	3,60,000
	Monika B	Computer Science & Engineering	2022	Wipro	3,60,000
	Sarah Batool	Computer Science & Engineering	2022	Wipro	3,60,000
	Govardhan KN	Electronics & Communication Engineering	2022	Imarticus Learning PVT LTD	5,00,000
Govardhan KN	Electronics & Communication Engineering	2022	Up Skillz	3,60,000	
Shirisha B	Computer Science & Engineering	2022	Synchronoss technologies	4,50,000	

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	Vinuth S	Electronics &Communication Engineering	2022	Up Skillz	3,60,000
	Umme Asra N	Electronics &Communication Engineering	2022	Microland	3,60,000
	Kavya	Computer Science & Engineering	2022	Technologies Global Pvt Ltd	3,00,000
	Siddesh T.N.	Computer Science & Engineering	2022	Verzeo	4,00,000
	Kaushik.A	Electronics &Communication Engineering	2022	Verzeo	4,00,000
	Noor Fathima	Electronics &Communication Engineering	2022	Verzeo	4,00,000
	Rashmi K.	Civil Engineering	2022	Verzeo	4,00,000
	Anjana Raghavendra	Computer Science & Engineering	2022	Cap Gemini	4,00,000
	Anjana Raghavendra	Computer Science & Engineering	2022	Speridian Technologies	3,50,000
	Shrinidhi B Cherekar	Computer Science & Engineering	2022	Microland	3,60,000
	Rachana Karanth	Computer Science & Engineering	2022	Microland	3,60,000
	Prathisha K.S. Karanth	Computer Science & Engineering	2022	Siemens Technology and Services Private Limited	5,00,000
	Govardhan KN	Computer Science & Engineering	2022	Ashok Leyland Ltd.,	4,00,000
	Rashmi R	Mechanical Engineering	2022	Ashok Leyland Ltd.,	4,00,000
	Sarah Batool	Computer Science & Engineering	2022	Infosys	3,60,000
	Monika B	Computer Science & Engineering	2022	Microland	3,60,000
	Nasreen Fathima	Computer Science & Engineering	2022	Skolar	3,00,000
	Gangadhar P Upar	Electronics &Communication Engineering	2022	Skolar	3,00,000
	Sheshadri	Electronics &Communication Engineering	2022	Skolar	3,00,000
	Gangadhar P Upar	Electronics &Communication Engineering	2022	Elcamino	2,60,000
	Sheshadri	Electronics &Communication Engineering	2022	Elcamino	2,60,000
	Kushal V. V.	Electronics &Communication Engineering	2022	Bosch	5,00,000
	Kushal V. V.	Electronics &Communication Engineering	2022	Dealor Socket	6,30,000
Nethra Shree C	Electronics &Communication Engineering	2022	BOSCH GLOBAL SERVICES	5,00,000	
Kaushik A	Electronics &Communication Engineering	2022	AMAZON	4,53,100	



Ref. No: - TS/21/2021

Dated: -06-011-2021

Mr. Ritwik GV,

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of “ **Graduate Engineer-Trainee**” subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic Interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be **Rs. 3,25,000/- (Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive of the variable allowance **becoming effective upon successful completion of the final selection round of Trade Stocks in the month of August 2022.**

After successful completion of the **final selection round of Trade Stocks** & subject to accept this offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Durgadevi M S,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

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Ref. No: - TS/21/2021

Dated: 06-11-2021

**Mr. Vamsinandan B S,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

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Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Dhruthi K A,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

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Ref. No: - TS/21/2021

Dated: 06-11-2021

**Mr. Karthik A N,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

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**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Surabhi G R,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

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Ref. No: - TS/21/2021

Dated: 06-11-2021

Mr. Kushal C,

**Thank you for exploring career opportunities with Trade Stocks.**

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Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Shirisha B,**

**Thank you for exploring career opportunities with Trade Stocks.**

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Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Vaishnavi P,**

**Thank you for exploring career opportunities with Trade Stocks.**

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**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Priyanka. R,**

**Thank you for exploring career opportunities with Trade Stocks.**

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Ref. No: - TS/21/2021

Dated: 06-11-2021

Ms. Kavya,

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We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/-(Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Bhavana D A,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/-(Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Mr. Pramod Kumar B S,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/-(Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Ms. Anusha,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/- (Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Mr. Srivathsa G,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/- (Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

Mr. Kaushik A,

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/-(Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/21/2021

Dated: 06-11-2021

**Mr. R LAKSHMI SAI CHETANA NATH,**

**Thank you for exploring career opportunities with Trade Stocks.**

We are pleased to make you an offer that you have been **primarily** selected by us for the position of " **Graduate Engineer-Trainee**" subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be Rs. **3,25,000/- (Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive Of the variable allowance **becoming effective upon successful completion Of the final selection round Of Trade Stocks in the month Of August 2022.**

After successful completion of the **final selection round Of Trade Stocks** & subject to accept this Offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice Or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



Ref. No: - TS/22/2021

Dated: -06-011-2021

Mr. Govardhan KN,

Thank you for exploring career opportunities with Trade Stocks.

We are pleased to make you an offer that you have been **primarily** selected by us for the position of “ **Graduate Engineer-Trainee**” subject to clearing of Online Test and Telephonic Interview.

After successfully completion of Online Test and Telephonic Interview and all other formalities you will part of the Trade Stocks, you gross salary including all benefits will be **Rs. 3,25,000/- (Lakh) per annum**, as per the terms and conditions set by Trade Stocks, the gross salary mentioned above is inclusive of the variable allowance **becoming effective upon successful completion of the final selection round of Trade Stocks in the month of August 2022.**

After successful completion of the **final selection round of Trade Stocks** & subject to accept this offer, you will be given a joining letter indicating the details of your joining date, salary package and initial place of positing. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as a part of joining formalities you are required to sign a confidential agreement which aims to protect the intellectual property rights and business information of Trade Stocks and its clients.

The Trade Stocks reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you, Trade Stocks reserve its right to terminate your services by giving you one month notice or one month basic salary lieu thereof.

Thanking You,  
**Trade Stocks**



accenture

**Come work at the  
heart of change**



To,

**Name :** Ankit Kumar

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

Dear Ankit Kumar,

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 14 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 Fundamental Skill Primers -Learning Module** - As part of providing our new joiners a unique learning experience, Accenture proposes an online learning program – Fundamental Skill Primers. We would like to share the details of this program in advance for your ease of information and familiarity with its conditions.
  - The learning module of this program is typically made available to potential new joiners to give them a reasonable time to learn at their pace and comfort.
  - After completing the Fundamentals Skill Primers Learning the potential new joiner will need to go through the Fundamental Skill Primers assessment.
  - After a new joiner has completed the Fundamental Skill Primers Program; they will need to undergo further Accenture stream specific trainings and assessments.

Each of such assessments including Primer assessment will add towards the final score. A min. of 60% will needed to be scored for successful clearance. 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 60% marks to clear the stream learning program.



## **APPOINTMENT LETTER**

January 22, 2022

Dear Namratha Sringshwar,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

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

### **3. Other Benefits:**

You will also be eligible for:



## **APPOINTMENT LETTER**

January 30, 2022

Dear Anusha ..

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

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

### **3. Other Benefits:**

You will also be eligible for:



## APPOINTMENT LETTER

January 30, 2022

Dear Amulya K J.

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### 1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### 2. Compensation:

You will be eligible for:

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

### 3. Other Benefits:

You will also be eligible for:



## **APPOINTMENT LETTER**

January 26, 2022

Dear Pratisha Karanth,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

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

### **3. Other Benefits:**

You will also be eligible for:



## **APPOINTMENT LETTER**

January 26, 2022

Dear Kushal C,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



## **APPOINTMENT LETTER**

January 22, 2022

Dear **D Bhoornika**,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

### **2. Compensation:**

You will be eligible for

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

### **3. Other Benefits:**

You will also be eligible for:



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218090467/Bangalore**  
**Date: 26/11/2021**

Mr. Ankit Kumar  
3rd Floor, House No. 48, Sri Guru Nilaya, East Of Anjaneya Temple Street,,  
Basavanagudi,  
Bangalore-560004,  
Karnataka.  
Tel# 91-9035928828

Dear Ankit Kumar,

**Sub: Letter of Offer**

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

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

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

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

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

**TCS Confidential**  
**TCSL/DT20218090467**

1





**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218376023/Bangalore**  
**Date: 26/11/2021**

Mr. Vamsinandan B S  
Door No 503 ,4th Floor, Siri Indus Apartment Gundumuneshwara Temple Road,  
Hemavathi Water Supply Road , Near Unicorn Studio,  
Bangalore-560061,  
Karnataka.  
Tel# 91-8792051653

Dear Vamsinandan B S,

**Sub: Letter of Offer**

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

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

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

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

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

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**TCSL/DT20218376023**

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**TATA CONSULTANCY SERVICES**

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India  
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: [www.tcs.com](http://www.tcs.com)  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218300659/Bangalore**  
**Date: 26/11/2021**

Mr. Nithish Gundappa Ms  
#1033rd Cross,5th Main,  
Padmanabhanagar,  
Bangalore-560070,  
Karnataka.  
Tel# 91-7019745397

Dear Nithish Gundappa Ms,

**Sub: Letter of Offer**

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

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

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

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

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

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**TCSL/DT20218300659**

1



**Offer: Computer Consultancy**

**Ref: TCSL/DT20218094765/Bangalore**

**Date: 26/11/2021**

Ms. Priya Singh

#39/5, 7th Cross, Pipeline Road, Cholourpalya, Vijayanagar, Bengaluru7th Cross, Pipeline Road, Cholour

Airtel Express,

Bengaluru-560023,

Karnataka.

Tel# -

Dear Priya Singh,

**Sub: Letter of Offer**

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

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

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

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

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**TCSL/DT20218094765**

**TATA CONSULTANCY SERVICES**

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: [www.tcs.com](http://www.tcs.com)

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

TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218089054/Bangalore**  
**Date: 26/11/2021**

Ms. Durga Devi Ms  
#31 /Lakshmi Building6th Cross,  
Ramakrishna Nagar,  
Bangalore-560078,  
Karnataka.  
Tel# -

Dear Durga Devi Ms,

**Sub: Letter of Offer**

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

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

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

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

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**TCSL/DT20218089054**

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**TATA CONSULTANCY SERVICES**

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



**Offer: Computer Consultancy**

**Ref: TCSL/DT20218191434/Bangalore**

**Date: 26/11/2021**

Ms. Divyashree R

#137/1, Srirama, Gurudatta Layout, Hosakerehalli, Bsk 3rd Stage, Blore - 85No 137/1, Gurudatta, Dattatreya Temple, Bangalore-560085, Karnataka.

Tel# 91-9980128401

Dear Divyashree R,

**Sub: Letter of Offer**

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

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

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

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

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**TCSL/DT20218191434**

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TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)

24	Deepa D Kajagar	<a href="mailto:deepadk99@gmail.com">deepadk99@gmail.com</a>	KLE Dr M S Sheshgiri college of engineering and technology	CSE
25	Tulsi A Nadgir	<a href="mailto:tulsianadgir@gmail.com">tulsianadgir@gmail.com</a>	KLE Institute of Technology	ISE
26	Shivani S Kabbe	<a href="mailto:shivaniskabbe28@gmail.com">shivaniskabbe28@gmail.com</a>	KLE Institute of Technology	ISE
27	Suchit Ijantakar	<a href="mailto:bijantakar@gmail.com">bijantakar@gmail.com</a>	KLE Institute of Technology	CSE
28	Abhishek Mudaliar	<a href="mailto:abhishekmudaliar14@gmail.com">abhishekmudaliar14@gmail.com</a>	kle msscet	CSE
29	Roopa C Ayyanagoudar	<a href="mailto:roopaayyanagoudar@gmail.com">roopaayyanagoudar@gmail.com</a>	KLS VEDIT COLLEGE HALIYAL	ECE
30	Pallavi Galagali	<a href="mailto:pallavisg670@gmail.com">pallavisg670@gmail.com</a>	KLS Vishwanath Rao Deshpande Institute of Technology, Haliyal	ECE
31	Venkata pavithra S	<a href="mailto:venkatapavithras@gmail.com">venkatapavithras@gmail.com</a>	MVJ college of engineering	ECE
32	Mohammed Zaid Jeelani	<a href="mailto:zaidjeelani96@gmail.com">zaidjeelani96@gmail.com</a>	MVJ College of Engineering	ISE
33	Dheeraj P	<a href="mailto:dheerajp7397@gmail.com">dheerajp7397@gmail.com</a>	Mvj college of engineering	ECE
34	Rakesh Kumar Pasupuleti	<a href="mailto:rakeshkumarrdg2@gmail.com">rakeshkumarrdg2@gmail.com</a>	MVJ College of Engineering, Bangalore	ISE
35	Mohammed Shahan Kadambar	<a href="mailto:4pa18cs064@pace.edu.in">4pa18cs064@pace.edu.in</a>	P. A. College of Engineering	CSE
36	Megha R Kulkarni	<a href="mailto:meghakulkarni2000@gmail.com">meghakulkarni2000@gmail.com</a>	Poojya dodapappa appa college of engineering	CSE
37	Mirza Awais Baig	<a href="mailto:awaisbaig2959@gmail.com">awaisbaig2959@gmail.com</a>	Poojya Doddappa Appa College Of Engineering	CSE
38	MEHTAJ BANU	<a href="mailto:mehtaj.ece.rymec@gmail.com">mehtaj.ece.rymec@gmail.com</a>	R Y M Engineering College Bellary ,Karnataka.	ECE
39	Pratibha Deshak	<a href="mailto:pratibha.deshak@gmail.com">pratibha.deshak@gmail.com</a>	Rajarajeshwari college of engineering banglore	CSE
40	Suneeraj K S	<a href="mailto:athreyasusha@gmail.com">athreyasusha@gmail.com</a>	Rajarajeswari College of Engineering	CSE
41	Afzal Ulla	<a href="mailto:afzallullarrce@gmail.com">afzallullarrce@gmail.com</a>	RajaRajeswari College Of Engineering	CSE
42	Imam Hussain	<a href="mailto:hussain.eee.rymec@gmail.com">hussain.eee.rymec@gmail.com</a>	Rao Bahadur Y Mahabaleshwara Engineering College	EEE
43	Rohit A Bhat	<a href="mailto:rohit.cse.rymec@gmail.com">rohit.cse.rymec@gmail.com</a>	Rao Bahadur Y Mahabaleswarappa Engineering College	CSE
44	Deepika M M	<a href="mailto:deepikagowdamm@gmail.com">deepikagowdamm@gmail.com</a>	BGS Institute Of Technology	ECE
45	Bharath DS	<a href="mailto:bharathds32411@gmail.com">bharathds32411@gmail.com</a>	BGSIT	ECE
46	Kishor L D	<a href="mailto:kishord318@gmail.com">kishord318@gmail.com</a>	BGSIT	CSE
47	Chethan S	<a href="mailto:chethansec06@gmail.com">chethansec06@gmail.com</a>	BGS Institute Of Technology	ECE
48	Yashwanth Gowda P	<a href="mailto:yashwanthgowdap2000@gmail.com">yashwanthgowdap2000@gmail.com</a>	BGS Institute of technology	ECE
49	Arpitha Gowda SG	<a href="mailto:arpithagowdasg@gmail.com">arpithagowdasg@gmail.com</a>	BGS Institute of Technology, BG Nagar	ECE
50	Rohit Gavimath	<a href="mailto:blde.ece.rohitpg@gmail.com">blde.ece.rohitpg@gmail.com</a>	BLDEA'S V P Dr PG Halakatti College of Engineering & Technology	ECE
51	Vijaylaxmi Gadyal	<a href="mailto:vijaylaxmigadyal@gmail.com">vijaylaxmigadyal@gmail.com</a>	BLDEA'S V.P Dr P.G Halakatti College of Engineering and Technology	ECE
52	Anu K R	<a href="mailto:anuramesh313@gmail.com">anuramesh313@gmail.com</a>	Channabasaveshwara institute of technology	CSE
53	Sukshith S	<a href="mailto:sukshithdharma08@gmail.com">sukshithdharma08@gmail.com</a>	Channabasaveshwara Institute OF Technology	ECE
54	R lakshmi sai chetana nath	<a href="mailto:grcnath@gmail.com">grcnath@gmail.com</a>	city engineering college	CSE
55	DARSHAN GOWDA N	<a href="mailto:darshangowdan14@gmail.com">darshangowdan14@gmail.com</a>	DON BOSCO INSTITUTE OF TECHNOLOGY	ECE
56	Pavan N	<a href="mailto:pavann8774@gmail.com">pavann8774@gmail.com</a>	Don Bosco Institute of Technology	ECE
57	Meghana M S	<a href="mailto:meghana.ms002@gmail.com">meghana.ms002@gmail.com</a>	Dr T Thimmaiah Institute of Technology	CSE
58	Kavya G U	<a href="mailto:kavya.bridge@gmail.com">kavya.bridge@gmail.com</a>	Dr. T Thimmaiah Institute of Technology	CSE
59	DHANUSH N	<a href="mailto:dhanushnswamy53@gmail.com">dhanushnswamy53@gmail.com</a>	DR. T. THIMMAIAH INSTITUTE OF TECHNOLOGY	CSE
60	Asha S	<a href="mailto:ashasunkara20018@gmail.com">ashasunkara20018@gmail.com</a>	GM Institute of Technology	CSE



Reference: Persistent/Campus/1629546/3.0

**Confidential**

Jan 22, 2022

**Parveen Taj**  
**BTM Layout Bengaluru**  
**Bengaluru 560068**

Dear Parveen,

**Subject:Your Appointment as Software Engineer**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Software Engineer** at grade **3.0** with **Persistent Systems** (Company).

Persistent follows a career structure consisting of attributes such as Grade, Job Family (Career Track) and Job title. As per the offered position, your Job Family is **Engineering - Development**. During your tenure with the company, you are expected to perform role(s) as may be deemed fit by the organization and business needs.

Due to the ongoing pandemic, your joining date will be communicated to you in due course of time as the situation unfolds.

**The terms and conditions of this offer for employment are:**

**Salary -**

Your Annual Cost To Company will be Rs. **471,008**. Your Annual Gross Salary will be Rs. **430,008**. A detailed break up of your salary is given in 'Annexure-A'.

You will be eligible for a Statutory Bonus / Ex-Gratia payment, which would be calculated at 20% of the 'Basic Salary' as mentioned in the Salary Break-up Sheet. The mode of payment will be as follows:

- 100% of the Statutory Bonus / Ex-Gratia amount mentioned in the Salary Break-up Sheet will be paid on a monthly basis.
- In case of change in any existing statute or introduction of new statute which requires any payments to be made, the Company reserves the right to adjust the salary components given within your Annual Gross Salary break up to ensure full compliance with such statutory payment obligations.
- In case of changes in any existing statute related to statutory bonus, the amount mentioned as 'Statutory Bonus / Ex-gratia' in the 'Salary break-up sheet' will be considered towards 'Statutory bonus' and the balance, if any, left shall be reserved for adjusting against liabilities of the Company arising out of statutory modification with retrospective effect.



Ref: EXP/GET/22-23/OFF/412  
16-January-2022

### Offer Letter

**Srilakshmi**  
**#6A, 1St Cross, Ramaihyanagar**  
**Behind Dayanandasagar College**  
**Pipeline Road, Kumarswamy Layout**  
**Bengaluru-560078**

**Dear Srilakshmi,**

We thank you for your interest in our company and for participating in the interview process. Further to the discussions we have had, we are happy to make you an offer for joining Expleo Solutions Limited as **Graduate Engineer Trainee**.

#### **Offer Details**

Your Monthly CTC will be **₹ 16,300** (Rupees Sixteen Thousand Three Hundred Only) inclusive of all allowances subject to applicable statutory deductions and employee benefits

You are also eligible for the following statutory benefits,

- a. ESI on Gross Pay of ₹ 10,000 (0.75% of Employee contribution and 3.25% of Employer contribution)
- b. PF on Basic Pay ₹ 7,000 (12% of Employee contribution and 12% of Employer contribution)
- c. Gratuity as per applicable rate as per act.
- d. GMC 2 lakhs for employee and dependents.
- e. GPA and GTL 10 lakhs applicable only for employee
- f. Bonus at applicable rate as per act.

You would be under training with continuous evaluation process of 4 months and post successful completion of the training, you will be an employee of Expleo. We would be issuing an offer CTC of **₹ 3,63,164** (Three Lakhs Sixty Three Thousand One Hundred and Sixty Four Only) per annum as cost to the company while joining as regular employee. Refer Annexure below

The above offer is subject to the following terms and conditions:

1. You being found medically fit at all times.
2. You submitting true copies of all your scholastic/academic and extra-curricular attainments along with proof of your age and of last drawn salary. The documents that need to be submitted at the time of joining will be communicated in due course.
3. Please note that as a standard organization procedure we carry out stringent background verification check. The process for the same will be initiated along with the acceptance of this offer. Your joining & the subsequent appointment for undergoing training shall be contingent upon successful completion of the training program and background check process. You are concurring to the above said clause by accepting this offer.





**Ref: EXP/GET/22-23/OFF/536**  
**16-January-2022**

**Offer Letter**

**Sarah Batool**  
**#3691, 9Th Main, Kaverinagar,**  
**Banashankari II Stage, Bangalore 560070**

**Dear Sarah Batool,**

We thank you for your interest in our company and for participating in the interview process. Further to the discussions we have had, we are happy to make you an offer for joining Expleo Solutions Limited as **Graduate Engineer Trainee**.

**Offer Details**

Your Monthly CTC will be **₹ 16,300** (Rupees Sixteen Thousand Three Hundred Only) inclusive of all allowances subject to applicable statutory deductions and employee benefits

You are also eligible for the following statutory benefits,

- a. ESI on Gross Pay of ₹ 10,000 (0.75% of Employee contribution and 3.25% of Employer contribution)
- b. PF on Basic Pay ₹ 7,000 (12% of Employee contribution and 12% of Employer contribution)
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The above offer is subject to the following terms and conditions:

1. You being found medically fit at all times.
2. You submitting true copies of all your scholastic/academic and extra-curricular attainments along with proof of your age and of last drawn salary. The documents that need to be submitted at the time of joining will be communicated in due course.
3. Please note that as a standard organization procedure we carry out stringent background verification check. The process for the same will be initiated along with the acceptance of this offer. Your joining & the subsequent appointment for undergoing training shall be contingent upon successful completion of the training program and background check process. You are concurring to the above said clause by accepting this offer.



**Ref: EXP/GET/22-23/OFF/526**  
**16-January-2022**

### **Offer Letter**

**Surabhi**  
**#100,71St Cross, 1St Stage**  
**Kumaraswamy Layout, Bangalore-78**

**Dear Surabhi,**

We thank you for your interest in our company and for participating in the interview process. Further to the discussions we have had, we are happy to make you an offer for joining Expleo Solutions Limited as **Graduate Engineer Trainee**.

#### **Offer Details**

Your Monthly CTC will be **₹ 16,300** (Rupees Sixteen Thousand Three Hundred Only) inclusive of all allowances subject to applicable statutory deductions and employee benefits

You are also eligible for the following statutory benefits,

- a. ESI on Gross Pay of ₹ 10,000 (0.75% of Employee contribution and 3.25% of Employer contribution)
- b. PF on Basic Pay ₹ 7,000 (12% of Employee contribution and 12% of Employer contribution)
- c. Gratuity as per applicable rate as per act.
- d. GMC 2 lakhs for employee and dependents.
- e. GPA and GTL 10 lakhs applicable only for employee
- f. Bonus at applicable rate as per act.

You would be under training with continuous evaluation process of 4 months and post successful completion of the training, you will be an employee of Expleo. We would be issuing an offer CTC of **₹ 3,63,164** (Three Lakhs Sixty Three Thousand One Hundred and Sixty Four Only) per annum as cost to the company while joining as regular employee. Refer Annexure below

The above offer is subject to the following terms and conditions:

1. You being found medically fit at all times.
2. You submitting true copies of all your scholastic/academic and extra-curricular attainments along with proof of your age and of last drawn salary. The documents that need to be submitted at the time of joining will be communicated in due course.
3. Please note that as a standard organization procedure we carry out stringent background verification check. The process for the same will be initiated along with the acceptance of this offer. Your joining & the subsequent appointment for undergoing training shall be contingent upon successful completion of the training program and background check process. You are concurring to the above said clause by accepting this offer.



**Ref: EXP/GET/22-23/OFF/530  
16-January-2022**

**Offer Letter**

**Karthik A N  
#140, 5Th Cross, Bsk 2Nd Stage  
Teachers Colony, Bangalore - 70**

**Dear Karthik A N,**

We thank you for your interest in our company and for participating in the interview process. Further to the discussions we have had, we are happy to make you an offer for joining Expleo Solutions Limited as **Graduate Engineer Trainee**.

**Offer Details**

Your Monthly CTC will be **₹ 16,300** (Rupees Sixteen Thousand Three Hundred Only) inclusive of all allowances subject to applicable statutory deductions and employee benefits

You are also eligible for the following statutory benefits,

- a. ESI on Gross Pay of ₹ 10,000 (0.75% of Employee contribution and 3.25% of Employer contribution)
- b. PF on Basic Pay ₹ 7,000 (12% of Employee contribution and 12% of Employer contribution)
- c. Gratuity as per applicable rate as per act.
- d. GMC 2 lakhs for employee and dependents.
- e. GPA and GTL 10 lakhs applicable only for employee
- f. Bonus at applicable rate as per act.

You would be under training with continuous evaluation process of 4 months and post successful completion of the training, you will be an employee of Expleo. We would be issuing an offer CTC of **₹ 3,63,164** (Three Lakhs Sixty Three Thousand One Hundred and Sixty Four Only) per annum as cost to the company while joining as regular employee. Refer Annexure below

The above offer is subject to the following terms and conditions:

1. You being found medically fit at all times.
2. You submitting true copies of all your scholastic/academic and extra-curricular attainments along with proof of your age and of last drawn salary. The documents that need to be submitted at the time of joining will be communicated in due course.
3. Please note that as a standard organization procedure we carry out stringent background verification check. The process for the same will be initiated along with the acceptance of this offer. Your joining & the subsequent appointment for undergoing training shall be contingent upon successful completion of the training program and background check process. You are concurring to the above said clause by accepting this offer.



**Ref: EXP/GET/22-23/OFF/550  
16-January-2022**

### **Offer Letter**

**Keerthi Sri  
#98&99, Pagaria Towers  
C.T Street, Nagarthpete  
Bengaluru-560002**

**Dear Keerthi Sri,**

We thank you for your interest in our company and for participating in the interview process. Further to the discussions we have had, we are happy to make you an offer for joining Expleo Solutions Limited as **Graduate Engineer Trainee**.

#### **Offer Details**

Your Monthly CTC will be **₹ 16,300** (Rupees Sixteen Thousand Three Hundred Only) inclusive of all allowances subject to applicable statutory deductions and employee benefits

You are also eligible for the following statutory benefits,

- a. ESI on Gross Pay of ₹ 10,000 (0.75% of Employee contribution and 3.25% of Employer contribution)
- b. PF on Basic Pay ₹ 7,000 (12% of Employee contribution and 12% of Employer contribution)
- c. Gratuity as per applicable rate as per act.
- d. GMC 2 lakhs for employee and dependents.
- e. GPA and GTL 10 lakhs applicable only for employee
- f. Bonus at applicable rate as per act.

You would be under training with continuous evaluation process of 4 months and post successful completion of the training, you will be an employee of Expleo. We would be issuing an offer CTC of **₹ 3,63,164** (Three Lakhs Sixty Three Thousand One Hundred and Sixty Four Only) per annum as cost to the company while joining as regular employee. Refer Annexure below

The above offer is subject to the following terms and conditions:

1. You being found medically fit at all times.
2. You submitting true copies of all your scholastic/academic and extra-curricular attainments along with proof of your age and of last drawn salary. The documents that need to be submitted at the time of joining will be communicated in due course.
3. Please note that as a standard organization procedure we carry out stringent background verification check. The process for the same will be initiated along with the acceptance of this offer. Your joining & the subsequent appointment for undergoing training shall be contingent upon successful completion of the training program and background check process. You are concurring to the above said clause by accepting this offer.



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[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 2298639**

## **Letter of Intent ("LOI")**

Dear Aishwarya H S,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

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Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



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**Superset ID: 1746887**

## **Letter of Intent ("LOI")**

Dear Poornesh K,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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**Superset ID: 1626906**

## **Letter of Intent ("LOI")**

Dear Ritwik V,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

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**Superset ID: 1431905**

## **Letter of Intent ("LOI")**

Dear Abhishek .S,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

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**Superset ID: 2296309**

## **Letter of Intent ("LOI")**

Dear Abdul Mannan,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

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**Superset ID: 1424932**

## **Letter of Intent ("LOI")**

Dear Vaishnavi P,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

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**Superset ID: 1960066**

## **Letter of Intent ("LOI")**

Dear Jahnvi HB,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

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**Superset ID: 1355417**

## **Letter of Intent ("LOI")**

Dear Venkatesh Sp,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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**Superset ID: 2266863**

## **Letter of Intent ("LOI")**

Dear Nasreen Fathima,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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**Superset ID: 1350852**

## **Letter of Intent ("LOI")**

Dear Namratha ,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

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**Superset ID: 1424931**

**Letter of Intent ("LOI")**

Dear Vamsinandan B S,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4 with Capgemini Technology Services India Limited**. , (hereinafter referred to as "Capgemini").

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**Superset ID: 1492292**

## **Letter of Intent ("LOI")**

Dear Survi Kumari,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited**. , (hereinafter referred to as "Capgemini").

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**Superset ID: 2312784**

## **Letter of Intent ("LOI")**

Dear Saniya samreen,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited**. , (hereinafter referred to as "Capgemini").

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**Offer cum Employment Agreement**

January 28, 2022

Dear **Pramod Kumar BS**,

Thank you for your interest in working for our organization. Having successfully passed the interviews we are pleased to offer you a position with Juspay Technologies Private Limited. It is my pleasure to extend the following offer of employment to you on behalf of Juspay. If you accept this Offer you will be designated as “**Integration Engineer**” and you will join us at our Bangalore office.

This Offer will be subject to the execution of the Agreement and the Proprietary Information and Invention Agreement. Your employment with the Company will also be governed by the policies, rules and guidelines of the Company as may be formulated by the Company from time to time.

The overall CTC offered to you is **INR 11,00,000 per Annum (Eleven Lakhs Only)**. Detailed break up available in the Agreement a copy of which has been annexed as Annexure 1 hereto.

This Offer with Juspay is subject to the successful verification of information provided by you.

By accepting this Offer you are also confirming that: -

1. You have terminated your employment with your previous employer (if any) in compliance with their terms and conditions;
2. There are no contractual obligations with respect to your earlier contracts that would prevent you from delivering your responsibilities with the Company or taking up this position with this Company;
3. Juspay is not liable for any past dues owed by you as part of termination of any previous employments;
4. You are not bringing in any Intellectual Property that you do not have sole ownership of.

**This Offer will be valid for 1 weeks from the date of this letter. If this Offer is acceptable to you, please convey your acceptance to the Company by (a) email or telephone; and (b) providing a signed copy of this Offer letter by post or email. If we do not hear back from you within a period of 2 weeks from the date of this Offer, this Offer will be deemed to be cancelled and we are not obliged to hold the position open for you.**

**Due to the pandemic situation we are continuing “Work from Home”, till the further communication. However, being physically present in office totally depends on an individual’s discretion or choice provided they take care of all the necessary precautions and follow the government guidelines related to COVID -19.**

If you accept this Offer you are required to join on **August 08, 2022**. It is clarified that your joining will be subject to the execution of the Agreement and the Proprietary Information and Invention Agreement. If you are unable to report on the Joining Date you are requested to inform the Company in writing of the delay.

The following documents are required to be produced at the time of joining of the Company. Please provide originals and self-attested Xerox copies; originals will be returned after verification.

1. Relieving Letter from all your previous employers;
2. Salary slip or salary certificate from most recent employer;
3. Experience Certificate from all previous employers;
4. Proof of Academic Qualification (Class 10th Equivalent and above);
5. Proof of identity i.e. PAN card, driving license, Electoral card;
6. Photographs (3 copies).



February 10, 2022  
Hyderabad, Telangana

**Srilakshmi C S**  
9972097487  
harshusrilakshmi.10@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Srilakshmi C S,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10667 per month.

During the training period, you must fulfill the following conditions

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

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 628,000 (Six Lakh Twenty Eight 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

**L-77, 315 Work Avenue,  
15th Cross Road, Sector-6, HSR Layout,  
Bengaluru- 560102, Karnataka**

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 February 12, 2022. Your employment as Data Scientist will start from February 27, 2022. We look forward to having you onboard.

Sincerely

Sairam Chavali  
Associate Director – Human Resources

I, Srilakshmi C S, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Srilakshmi C S

February 10, 2022  
Hyderabad, Telangana

**Kavya**  
7338020909  
kavyadakiyanayak@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Kavya,

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 10667 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)

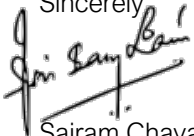
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The deadline for completing joining process with TuringMinds is February 12, 2022. Your employment as Data Scientist will start from February 27, 2022. We look forward to having you onboard.

Sincerely



Sairam Chavali  
Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Kavya

February 10, 2022  
Hyderabad, Telangana

**Puneeth P**  
9632917217  
puneethp9632@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Puneeth P,

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 10667 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)

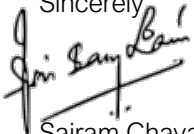
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Bengaluru- 560102, Karnataka**

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 February 12, 2022. Your employment as Data Scientist will start from February 27, 2022. We look forward to having you onboard.

Sincerely



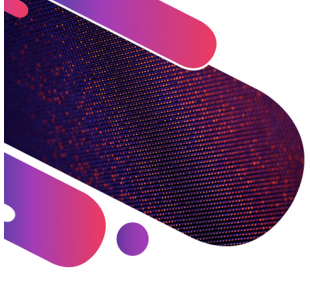
Sairam Chavali  
Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Puneeth P



February 10, 2022  
Hyderabad, Telangana

**Kushal C**  
7019709098  
kushalc658@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Kushal C,

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 10667 per month.

During the training period, you must fulfill the following conditions

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

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR 628,000 (Six Lakh Twenty Eight Thousand Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer. Please note that your Location of work is going to be

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The deadline for completing joining process with TuringMinds is February 12, 2022. Your employment as Data Scientist will start from February 27, 2022. We look forward to having you onboard.

Sincerely

Sairam Chavali  
Associate Director – Human Resources

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

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Full Name: Kushal C



Worksbot Applications Private Limited

Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Abdul Mannan

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Abdul Mannan,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

Your services are transferable and you can be seconded or deputed by the company in any operation/ projects or any other establishment in India, at the sole discretion of the management.

If found insubordination during internship and gross negligence of duties for which you are making yourself liable for necessary action or corrective action up to and including discharge.

We will inform you the D.O.J after completing your internship. At the time of joining please submit the photocopy of following documents (Educational documents, 5 Passport size photograph, Address proof and Id proof (Aadhaar Card, PAN Card)).

Regards,

**Murali T**

**Manager-Human Resource**



Worksbot Applications Private Limited

Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Divyashree R

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Divyashree R,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

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If found insubordination during internship and gross negligence of duties for which you are making yourself liable for necessary action or corrective action up to and including discharge.

We will inform you the D.O.J after completing your internship. At the time of joining please submit the photocopy of following documents (Educational documents, 5 Passport size photograph, Address proof and Id proof (Aadhaar Card, PAN Card)).

Regards,

**Murali T**

**Manager-Human Resource**





Worksbot Applications Private Limited

Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Sarah Batool

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Sarah Batool,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

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Regards,

**Murali T**

**Manager-Human Resource**



Worksbot Applications Private Limited

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4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Udanka Aarunjain

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Udanka Aarunjain,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

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Regards,

**Murali T**

**Manager-Human Resource**



Worksbot Applications Private Limited

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Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Akanksha Kulkarni

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Akanksha Kulkarni,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

Your services are transferable and you can be seconded or deputed by the company in any operation/ projects or any other establishment in India, at the sole discretion of the management.

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Regards,

**Murali T**

**Manager-Human Resource**



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Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Niharika M

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Niharika M,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

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Regards,

**Murali T**

**Manager-Human Resource**



Worksbot Applications Private Limited

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4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Lakshmi Sai Chetana Nath

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Lakshmi Sai Chetana Nath,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

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Regards,

**Murali T**

**Manager-Human Resource**



Worksbot Applications Private Limited

Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Shyam Sundhar M G

Date : 9th February 2022

College : City Engineering College, Bangalore

**Dear Shyam Sundhar M G,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

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Regards,

**Murali T**

**Manager-Human Resource**



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 659221**

**Letter of Intent ("LOI")**

Dear Geetha S,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

## ANNEXURE 1

**Geetha S**

**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. **Effective 1<sup>st</sup> July 2022, (irrespective of your probation status, except for probation non-confirmation), your all-inclusive compensation will be revised to INR 4,00,000/- (Rupees Four Lakh only)**. Based on your Date of Joining, your compensation shall be paid monthly. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**

**Head - Fresher Hiring**





# TEMENOS

TEMENOS INDIA PVT LTD

No 146 Sterling Road  
Nungambakkam  
Chennai 600 034 India

T: +91 (0) 44 7133 1000

[www.temenos.com](http://www.temenos.com)  
CIN – U30006TN1995PTC032883

## Temenos Offer

**November 5, 2021 (MM/DD/YYYY)**

Dear **Poojashree A**  
**No.11/1, 1st Cross, Vallabhanagar,**  
**Uttarahalli, Bangalore 560061**

It gives us immense pleasure in inviting you to join Temenos India (P) Ltd as one of its valuable members. We believe that organizations grow and flourish fuelled by the enthusiasm and energy of the people, who are willing to invest in to the future. We are sure that with your joining, we will be adding to our organization's strengths of competence, commitment and customer orientation.

1.Position: **Software Engineer**

2.Band: **A**

3.Job Family: **Technical**

4.Department: **Development-product**

5.Reporting to: **Jayashree K**

6. Job Description: **KEY RESPONSIBILITIES**

Own the design, development, testing and shipping of features in the banking space.  
Collaborate with other members on the team to effectively deliver high quality features.  
Ability to hold a high bar on quality of everything which we release.  
Do design and code reviews for peers.  
Continually look for ways to improve our engineering systems and processes

7.Salary: Please refer to the annexure attached with the offer document for Salary Emoluments.

8.Date of joining: **November 12, 2021 (MM/DD/YYYY)**

9.Probation: There will be a standard 6-month probationary period at the end of which the probationary period will automatically terminate unless intimated to you otherwise. Please note that the offer of employment and end of probation is subject to your successful completion of the stated qualifying degree and submission of supporting documents. All such supporting documents must be submitted to the HR department on or before **31st December 2021**. You will also be required to produce the original degree certificates for verification purposes. In addition to these terms, your performance



## ANNEXURE I - Salary Structure

Your salary structure would be as indicated below:

Salary Components	INR Per Annum
A - Gross Salary	
Basic	275,000.00
HRA	110,000.00
Basket of Allowance	141,000.00
Total	526,000.00
A.1-Incentive	
Product Knowledge Incentive	24,000.00
<b>Total ( A+A.1)</b>	<b>550,000.00</b>
B - Other benefits	
Employer's contribution to Provident Fund (12% on Basic) as per law	33,000.00
Contribution to Gratuity as per law	13,221.00
Superannuation*	27,500.00
Insurance Benefit	7,500.00
C - Short Term incentive*	
Short Term incentive*	As per applicable Short Term Incentive(STI) plan
<b>Total Compensation ( A+A.1+B)</b>	<b>631,221.00</b>

\* **Short Term Incentive (STI):** The percentage of STI eligibility is based on the Band. The actual STI payment is subject to company performance and individual performance.

Please note that the payment of variable compensation is based on the sole discretion of the management. In case of disputes, management reserves the right to make a final decision.

Yours sincerely,

**T. Sethu Rathinam**  
**Vice President – Human Resources**

December 10<sup>th</sup> 2021

**ABHISHEK P.V**  
No111, Near Skanda College,  
Arehally Layout, Bangalore  
Karnataka-560061

## **Re: Letter of Appointment**

**Dear Abhishek,**

We are pleased to offer you the position of **Software Engineer – Enterprise Information and Cloud Practice**, your location of work will be Raipur India, your appointment will be effective from **20<sup>th</sup> December 2021**.

Please refer to appointment letter,

- Detailed terms that are attached as Annexure A (“Terms and Conditions of Employment”)
- Breakup of compensation are contained in the Annexure B.

You are requested to sign on all the pages of the copy of this letter as formal acceptance of terms and conditions of the employment offered herein. We are pleased at the prospect of you commencing and contributing to the continued success of NucleusTeq.

We are confident that you will find the challenges and opportunities provided by the Company are exciting and we hope you will have a long and productive association with NucleusTeq.

Wishing you all the best.



**NucleusTeq Consulting Pvt Ltd.**  
**Ankita Sharma**  
**(Senior Manager Human Empowerment)**

**ANNEXURE B****Salary Composition**

**Name** : **ABHISHEK P.V**  
**Employee Id** : **TBD**  
**Designation** : **Software Engineer**

<b>Pay Components</b>	<b>Monthly Earning (INR)</b>	<b>Yearly Earnings (INR)</b>
<b>Gross</b>		
Basic	16042	192500
HRA (#)	8021	96250
Conveyance	1800	21600
Broadband Allowance	1000	12000
EPF	3850	46200
Special Allowance	15121	181450
<b>Total Compensation</b>	<b>45833</b>	<b>550000</b>
<b>Performance Bonus</b>		40,000
Gratuity - Payable on completing 5 years of continuous services with NucleusTeq Pvt. Ltd. as per the payment of gratuity act 1972		9255
Medical Insurance coverage++		30000
<b>Cost to Company (CTC) *</b>	<b>52438</b>	<b>629255</b>

Your compensation is strictly confidential and must not be shared or discussed with unauthorized persons. In case of any clarification, you are encouraged to discuss with your head or HR.

HRA is Treated as taxable components, incase bills are not submitted within the due dates as published by the finance department

\* All taxes and statutory deductions as application will be part of the CTC, including but not limited to changes in the prevailing taxation, retiral programs, etc.

+ Premiums or charges will be paid by **NucleusTeq** Consulting Pvt. Ltd. and claims will be settled by service providers / agencies as per their regulations.

**322321**

**07-05-2021**

**Abhishek P.V**  
**India - Bengaluru**

Dear **Abhishek P.V,**

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Engineering Trainee** with the following terms and conditions:

- 1) You will join us on or before **14 May 2021**
- 2) You will be based at **India - Bengaluru** location. You are, however, liable to be transferred to any of our establishments/locations in India, or overseas or to any subsidiary or associate company, whether existing now or still to be formed. Such transfer / deputation will be in accordance with the company's rules in force during the relevant transfer / deputation.
- 3) Your annual compensation will be **Rs 315534.00** and in addition, you will be eligible for **Bonus1 of Rs 9,466** the details of which are outlined in the Annexure - A. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
- 4) You will also be covered by Provident Fund, Gratuity, Medical and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
- 5) This employment offer is valid for fifteen (15) calendar days from the date of offer. If the company does not receive any confirmation from you or receive the documents which has been requested within the stipulated time, this offer shall lapse automatically and there shall be no further communication from the company in furtherance of this offer of employment.



**Offer: Computer Consultancy**

**Ref: TCSL/DT20206521042/Lucknow**

**Date: 11/12/2021**

Mr. Maharudra Gadgikar  
#2594, 5th Main Road Kumarswamy Layout 5th Main Road,  
Near 108 Ganehsa Temple,  
Bangalore-560078,  
Karnataka.  
Tel# -8095133305

Dear Maharudra Gadgikar,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

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

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

**TCS Confidential**

**TCSL/DT20206521042**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

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

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



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 962462**

**Letter of Intent ("LOI")**

Dear Bhavya Aggarwal,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

## ANNEXURE 1

**Bhavya Aggarwal**  
**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. **Effective 1<sup>st</sup> July 2022, (irrespective of your probation status, except for probation non-confirmation), your all-inclusive compensation will be revised to INR 4,00,000/- (Rupees Four Lakh only)**. Based on your Date of Joining, your compensation shall be paid monthly. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**





**23-Nov-2021**

**Dear Srinivasa P,**  
B.E., Mechanical  
City Engineering College, Bangalore

**Candidate ID – 17896234**

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** /- 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

### Compensation and Benefits

**Name:** Srinivasa P **Designation:** Programmer Analyst Trainee

Sl. 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
	<b>Annual Gross Compensation</b>		<b>359,988</b>
	Incentive Indication (per annum)**		22,500
	<b>Annual Total Compensation</b>		<b>382,488</b>
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	<b>Annual Total Remuneration</b>		<b>401,988</b>

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

Sl 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

Mohammed Burhaan  
9857482564  
[Mdburhaan12@gmail.com](mailto:Mdburhaan12@gmail.com)

07-Oct-2021

## Dear Mohammed Burhaan

We welcome you to Six Dee Telecom Solutions Private Limited also known as 6D Technologies. We are confident that we will build a long and mutually rewarding career together. We believe that it is individuals like you who can along with all of us build a world-class company. The guiding principle behind our endeavour to succeed emanates from three key words - "Bright, Confident and Active".

We sincerely hope that you will grow with us.

The following will list your relevant details about your general responsibilities.

## Duties

You must provide your services exclusively to the Company.

You will promote and expand the business of the Company.

You are expected to comply with all the Company's rules, policies and procedures from time to time in force.

You may be required to undertake other duties from time to time as the Company may reasonably require. If your duties or position with the Company changes for any reason, then the terms of this Letter will continue to apply, unless expressly varied by the parties in writing.

During the course of your employment you are expected, at all times, to maintain professional and responsible standards of conduct/behaviour, attendance and performance.

In particular you will agree to keep and maintain adequate and current records (in the form of notes, minutes of meetings, sketches, drawings and in any other form that may be required by the Company) of the work being undertaken by yourself (including all inventions and proprietary information as necessary under the Employee Proprietary Information, Inventions and Non-Competition Agreement). You agree that such records shall be available to and remain the sole property of the Company at all times.

## COMMENCEMENT DATE

If you accept this offer, we will keep you informed about your Date of Joining.

## REMUNERATION AND DESIGNATION

We would like to extend our offer to you to join Six Dee Telecom Solutions Private Limited, as Software Engineer.

During your initial 6 months of training/probation period, your total cost to company will be INR 240000 per annum. Details of the salary structure are given in the annexure attached.

Post successful completion of training/probation period, which depends on your performance during this period and manager's feedback, your total cost to company will be INR 400000 per annum. Details of the salary structure are given in the annexure attached.

## PLACE OF WORK:

Your work location will be Bangalore office. The Company may reasonably require you to work at any other department/premises of the Company whether existing or which may be set up in the future. In the performance of your duties for the Company, you may reasonably be required to travel, or require you to work throughout and outside India at client/ partner location of the Company.

We will be Working From Home until further notice, based on the current situation.

## BUSINESS EXPENSES

You will be entitled to be reimbursed for all expenses reasonably and properly incurred by you in carrying out your duties subject to normal verification and to complying with such policies as the Company may from time to time have regarding such expenses.

## PROBATION PERIOD

Probation is a period of trial and its purpose is to find out the suitability of an employee to hold the post substantively or permanently and the suitability has to be judged at the time of confirmation. However, an employee on probation can be terminated during the probation period due to unsatisfactory performance of the employee and the employer would be justified in the termination.

The first 6 months of your employment will be a probationary period. During this period you are not eligible for Annual Leave (AL), other than the exceptions mentioned in the paragraph below.

December 2, 2021

Dear **Burhaan**,

Greetings from Worldline Global Services Pvt Ltd.

Further to our discussions, we are pleased to offer you the position **Trainee - Engineer** in our organization at **Bangalore**.

Request your acceptance within **2 working days**, post which the offer will not be valid. Also mention your likely date of joining.

Apart from the monetary details, what you should also consider is the brand, career growth opportunities & the work culture at Worldline.

Kindly ensure a copy of duly accepted resignation letter is shared with us within 2 working days post acceptance of our offer.

This offer is valid subject to positive reference checks and other verifications carried out by the company.

Looking forward to having you on board with us soon, so that together we can deliver the best.

Please turnover for your salary annexure.

Regards,

For **Worldline Global Services Pvt. Ltd.**

Jose Raj

Senior Vice President and Head – HR

NB: Since this is electronically generated letter, this does not require any signature.

**Salary Annexure:**

	<b>NAME</b>	:	<b>Mohammad Burhaan</b>
	<b>DESIGNATION</b>	:	<b>Trainee - Engineer</b>
	<b>GCM Level</b>	:	<b>1</b>
	<b>GCM Code</b>	:	<b>AD01</b>
	<b>Expected DOJ</b>	:	<b>Monday, December 13, 2021</b>
	<b>Joining Location</b>	:	<b>Bangalore</b>
	<b>Components</b>		<b>Amount (Rs.)</b>
	<b><u>Monthly Salary</u></b>		
	Basic (per month)		21005
	Statutory Bonus (permonth if applicable)		0
	BOA (per month)		8797
	<b>Monthly Gross</b>		<b>29802</b>
<b>A</b>	<b>Annual Gross</b>		<b>357629</b>
	Provident Fund		30247
	Gratuity		12124
<b>B</b>	<b>Retirals</b>		<b>42371</b>
	<b>Total ( A+B) per Annum</b>		<b>400000</b>
	<b>CTC Per Annum (A+B)</b>		<b>400000</b>

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

- You will be eligible for Group Medclaim, Group Personal Accident Insurance and Group Term Life Insurance as per the prevailing company policy
- You will be eligible for a shift allowance if you work in rotating shifts under the 24/7 environment

- ✚ Please note the CTC shown is a gross component and will have deductions of Provident Fund & professional tax as per statutory norms.
- ✚ Company contribution towards PF is 12%.
- ✚ Fringe Benefit Tax arising out of any of the above components will be deducted as and when applicable.



Mr. Mohammed Burhaan  
G09 SAPTHAGIRI SPRINGS APARTMENT BTS LAYOUT MAIN ROAD AREKERE,  
BANNERGHATTA ROAD BANGALORE. -560076

13<sup>th</sup> December 2021

Re: Appointment as Trainee

*Dear Mohammed Burhaan,*

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as 'Trainee' w. e. f. 16<sup>th</sup> December 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16<sup>th</sup> December 2021 and may be curtailed/ terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

**Remuneration:**

During the first year of training, you will be paid a consolidated remuneration of ₹ 4,00,000 (Rupees Four Lacs only) per annum on cost to company basis excluding premium cost of Insurance Plan. The break-up of your remuneration is presented to you in the attached sheet. If you do not complete the training satisfactorily, the retention amount will stand forfeited.

**General:**

Your initial place of working shall be at Bangalore office however, based on business imperatives, your location may be changed from one place to another anywhere in India and/or from one office to another either existing or that may be set up in future.

1. You shall undertake not to divulge, disclose any technical data, know-how or special information which comes into your possession or knowledge, whether directly or incidentally while imparting the necessary training to you and the same shall be kept in strict confidence and secrecy by you solely for the use of the Company. After completion of the training period, you shall not put such

Mohammed Burhaan

13.12.21

December 15, 2021

HR/BP/1221/17947

**Mr. Mohammed Burhaan  
Bangalore.**

**Letter of Appointment**

Dear Mohammed,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **December 16, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty–
  - 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

---

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

**Corporate Office:** Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
**Regd. Office:** Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MHI995PLC084610



ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	<b>Mohammed Burhaan</b>		
<b>Designation:</b>	<b>Associate Software Engineer Automation</b>		
<b>Grade:</b>	<b>M0</b>	<b>Location:</b>	<b>Bangalore</b>
<b>Components:</b>	<b>w.e.f - DOJ</b>	<b>Monthly</b>	<b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund – <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	<b>Rs. 702,000<sup>^</sup></b>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	<b>Rs. 10,00,000<sup>**</sup></b>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	<b>Rs. 100,000<sup>**</sup></b>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Mediclaim Insurance under Family Floater.	<b>Rs. 150,000<sup>**</sup></b>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	<b>As applicable<sup>^</sup></b>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	<b>As applicable<sup>^</sup></b>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	<b>Rs. 16,200 p.a<sup>**</sup></b>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

**Mohammed Burhaan**  
**Date:**



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 707087**

### **Letter of Intent ("LOI")**

Dear Kalpana G. J,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

## ANNEXURE 1

**Kalpana G. J**  
**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**



Ms. Sindhu Pai  
G09 SAPTHAGIRI SPRINGS APARTMENT BTS LAYOUT MAIN ROAD AREKERE,  
BANNERGHATTA ROAD BANGALORE. -560076

13<sup>th</sup> December 2021

Re: Appointment as Trainee

Dear Sindhu Pai,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as 'Trainee' w. e. f. 16th December 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th December 2021 and may be curtailed/ terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

**Remuneration:**

During the first year of training, you will be paid a consolidated remuneration of ₹ 4,00,000 (Rupees Four Lacs only) per annum on cost to company basis excluding premium cost of Insurance Plan. The break-up of your remuneration is presented to you in the attached sheet. If you do not complete the training satisfactorily, the retention amount will stand forfeited.

**General:**

Your initial place of working shall be at Bangalore office however, based on business imperatives, your location may be changed from one place to another anywhere in India and/or from one office to another either existing or that may be set up in future.

1. You shall undertake not to divulge, disclose any technical data, know-how or special information which comes into your possession or knowledge, whether directly or incidentally while imparting the necessary training to you and the same shall be kept in strict confidence and secrecy by you solely for the use of the Company. After completion of the training period, you shall not put such

Sindhu Pai

13.12.21



October 13, 2021

IBM India Private Limited

Manyata Embassy Business Park,  
G2 Block, Nagwara Outer Ring Road,  
Bangalore – 560045, India.

Tel : 91-80-49139999

<http://www-07.ibm.com/in/careers/>

Dear Chandana S

We are pleased to offer you the position of Associate System Engineer, in band 06G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Initially, you will have to undergo an IBM trainee program specially designed for all college campus hires. This training is to enable you to acclimatize to the industry and post qualifying, accelerate your transition to a live project.

You must complete your formal course of education, including final semester examinations to establish your qualifications, before joining. Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% or 6.5 CGPA in Bachelors & Post-Graduation and 60% or 6.0 CGPA in SSLC or X, HSC/PUC/XII, Diploma or the equivalent, failing which IBM may, at its sole discretion, withdraw this offer of employment.

#### Acceptance and Commencement

Your appointment will be effective on your joining date, i.e November 8, 2021. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3, Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045.

If you have questions about your First Day Documentation, send an email to [eschoolhiring@in.ibm.com](mailto:eschoolhiring@in.ibm.com)

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms &



IBM CONFIDENTIAL

ANNEXURE A

DATE	October 13, 2021		
NAME	Chandana S	BAND	06G
DESIGNATION	Associate System Engineer	LOCATION	Bangalore
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		214760	
3. Annual Reference Salary (ARS)		394760	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		425000	

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

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

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



**June 30, 2021**  
**TANUSHREE C**  
**Bengaluru**

**Subject: Offer of Employment**

**Dear TANUSHREE,**

On behalf of GyanSys Infotech Private Limited (the "Employer"), I am pleased to confirm our offer of employment to you as **Software Engineer Trainee** based in **Bengaluru**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization **on September 6, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs 450,000/-**. At your level, the Variable Pay will be **10%** of your annual Salary. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits as are generally accorded to the employees of the Employer, subject to the applicable policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in Annexure B, as well as all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Code of Conduct and other policies (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

**This letter and GyanSys Infotech Private Limited employment application are intended to be final.**



## ANNEXURE A

	Component	Basis	Annual	monthly
A	<b>Fixed Cash Salary</b>			
	<b>Basic Salary</b>	40% of A	₹ 162,000	₹ 13,500
	<b>HRA</b>	50% OF Basic Salary	₹ 81,000	₹ 6,750
	<b>Communication Allowance</b>	Rs 3000 per month	₹ 36,000	₹ 3,000
	<b>Statutory Bonus</b>	8.33% of Basic	₹ 13,500	₹ 1,125
	<b>Special Allowance #</b>	Balance	₹ 78,112	₹ 6,509
	<b>Total (A)</b>		₹ 370,612	₹ 30,884
B	<b>Fixed Non- Cash Salary</b>			
	<b>Medical Insurance</b>	-	₹ 5,000	₹ 417
	<b>Employer Provident Fund</b>	As per PF Act	₹ 21,600	₹ 1,800
	<b>Gratuity</b>	As per Gratuity Act	₹ 7,788	₹ 649
	<b>Total (B)</b>		₹ 34,388	₹ 2,866
C	<b>Fixed Salary C = (A+B)</b>		₹ 405,000	₹ 33,750
D	<b>Variable Salary</b>			
	Utilization Bonus payable quarterly	10% of CTC Variable	₹ 45,000	₹ 3,750
	<b>Variable Salary</b>		₹ 45,000	₹ 3,750
E	<b>Total CTC (E=C+D)</b>		₹ 450,000	₹ 37,500

**Utilization Bonus\***

You will be eligible for a performance linked quarterly paid Utilization bonus. The Utilization Bonus will vary, primarily based on your performance and billing from the project in the given quarter. Utilization Bonus is set at 10% of your CTC . The actual paid amount will vary depending upon the individual performance and billing, and in some circumstances, could exceed the pay-out range indicated. To be eligible for any bonus pay-out, you must be an active employee on the payment date and not working through a notice period or a Performance

Improvement Plan (PIP). The application and interpretation of, and any determinations related to, the Utilization Bonus is at the sole discretion of Employer. Employer may amend or terminate the Utilization Bonus at any time.

**Utilization Bonus calculation**

If your utilization is less than 480 hours in the given quarter, you will be paid on pro rata basis of the quarterly utilization bonus for the billable and approved hours by the Customers. If you are billed more than 480 hours in the given quarter, you will be paid 100% of the quarterly utilization bonus. utilization pay-out will be done if quarter is completed. But employer has right to hold in case of performance issue.





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 707087**

### **Letter of Intent ("LOI")**

Dear ANUSHA,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

## ANNEXURE 1

**ANUSHA**

**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**

**Head - Fresher Hiring**



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
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[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 707087**

### **Letter of Intent ("LOI")**

Dear Rajat deep Singh,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

## ANNEXURE 1

**Rajat deep Singh**  
**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**



Worksbot Applications Private Limited  
Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Reshma C A

Date : 9th February 2021

College : City Engineering College, Bangalore

**Dear Reshma C A,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

Your services are transferable and you can be seconded or deputed by the company in any operation/ projects or any other establishment in India, at the sole discretion of the management.

If found insubordination during internship and gross negligence of duties for which you are making yourself liable for necessary action or corrective action up to and including discharge.

We will inform you the D.O.J after completing your internship. At the time of joining please submit the photocopy of following documents (Educational documents, 5 Passport size photograph, Address proof and Id proof (Aadhaar Card, PAN Card)).

Regards,

A handwritten signature in blue ink is written over a blue circular stamp. The stamp contains the text "WORKSBOT APPLICATIONS PVT LTD" around the perimeter and "CHENNAI" in the center, with two stars at the bottom.

**Murali T**  
**Manager-Human Resource**



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 707087**

### **Letter of Intent ("LOI")**

Dear Sandhya P,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

## ANNEXURE 1

**Sandhya P**  
**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**



**30-Aug-2021**

**Dear Rajat deep Singh,**  
B.Tech, Computer Science  
City Engineering College, Bangalore

**Candidate ID – 17785189**

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 /-** 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





Worksbot Applications Private Limited

Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Shashikala T

Date : 9th February 2021

College : City Engineering College, Bangalore

**Dear Shashikala T,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

Your services are transferable and you can be seconded or deputed by the company in any operation/ projects or any other establishment in India, at the sole discretion of the management.

If found insubordination during internship and gross negligence of duties for which you are making yourself liable for necessary action or corrective action up to and including discharge.

We will inform you the D.O.J after completing your internship. At the time of joining please submit the photocopy of following documents (Educational documents, 5 Passport size photograph, Address proof and Id proof (Aadhaar Card, PAN Card)).

Regards,

**Murali T**

**Manager-Human Resource**



Worksbot Applications Private Limited

Carevoyant Campus, 4th Main Road,  
4th Main Road, Sipcot IT park,  
Siruseri, Chennai - 603103  
CIN : U72100TN2014PTC094454

## Offer Letter

Name : Suhas K.N

Date : 9th February 2021

College : City Engineering College, Bangalore

**Dear Suhas K.N,**

Congratulations!

We are pleased to Offer you employment at **Worksbot Applications Pvt Ltd**. We feel that your skills and background will be valuable assets to our team. Further to our discussion and the subsequent Interviews, you have been selected as **“Data Scientist”**.

After successful completion of performance evaluation of the project at the end of your internship your Annual Total Compensation will be **INR 4,00,000PA (Four Lakhs only)** at time of your probation period. After your probation period, you will be appointed as permanent employee as per the company norms.

Your services are transferable and you can be seconded or deputed by the company in any operation/ projects or any other establishment in India, at the sole discretion of the management.

If found insubordination during internship and gross negligence of duties for which you are making yourself liable for necessary action or corrective action up to and including discharge.

We will inform you the D.O.J after completing your internship. At the time of joining please submit the photocopy of following documents (Educational documents, 5 Passport size photograph, Address proof and Id proof (Aadhaar Card, PAN Card)).

Regards,

A handwritten signature in blue ink is written over a circular blue stamp. The stamp contains the text "WORKSBOT APPLICATIONS PVT LTD" around the top edge and "CHENNAI" in the center, with two stars at the bottom.

**Murali T**

**Manager-Human Resource**



## Wipro Campus Update\_LOI

1 message

**Campus HR Team** <wipro+email+2nylu-5651f27081@talent.icims.com>  
Reply-to: Campus HR Team <wipro+email+2nylu-5651f27081@talent.icims.com>  
To: meghana99@gmail.com

Mon, Nov 22, 2021 at 12:05 PM

November 22, 2021

Dear Meghana G,  
Resume Number - 23160665

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Project Engineer** which will be in Career Band **TRB-II** of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

Kindly note this letter of intent shall be followed by a letter of appointment from us.

Please confirm your interest to receive offer of appointment by clicking on this link [Click to Complete](#) and accepting the contents of this communication within 15 calendar days. Your confirmation of interest is a precondition to the issuance of offer of appointment.

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25,000 – 75,000
End of Year 2	50,000 – 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

1. The special bonus is subject to

**322321**

**07-05-2021**

**SIMRAN BANU A**

**India - Bengaluru**

Dear **SIMRAN BANU A**,

Based on your application and subsequent discussions we had with you, we are pleased to offer you employment in our organization as **Engineering Trainee** with the following terms and conditions:

- 1) You will join us on or before **14 May 2021**
- 2) You will be based at **India - Bengaluru** location. You are, however, liable to be transferred to any of our establishments/locations in India, or overseas or to any subsidiary or associate company, whether existing now or still to be formed. Such transfer / deputation will be in accordance with the company's rules in force during the relevant transfer / deputation.
- 3) Your annual compensation will be **Rs 315534.00** and in addition, you will be eligible for **Bonus1 of Rs 9,466** the details of which are outlined in the Annexure - A. This is subject to usual statutory and / or other taxes, which may be imposed from time to time by the Government, or any public body authorized to do so.
- 4) You will also be covered by Provident Fund, Gratuity, Medical and other schemes of the company as applicable to your category that are in force at present and / or may be amended from time to time. These shall also be subject to taxes as applicable under relevant laws.
- 5) This employment offer is valid for fifteen (15) calendar days from the date of offer. If the company does not receive any confirmation from you or receive the documents which has been requested within the stipulated time, this offer shall lapse automatically and there shall be no further communication from the company in furtherance of this offer of employment.



Capgemini Technology Services India Limited  
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[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 707087**

### **Letter of Intent ("LOI")**

Dear SIMRAN BANU A,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear

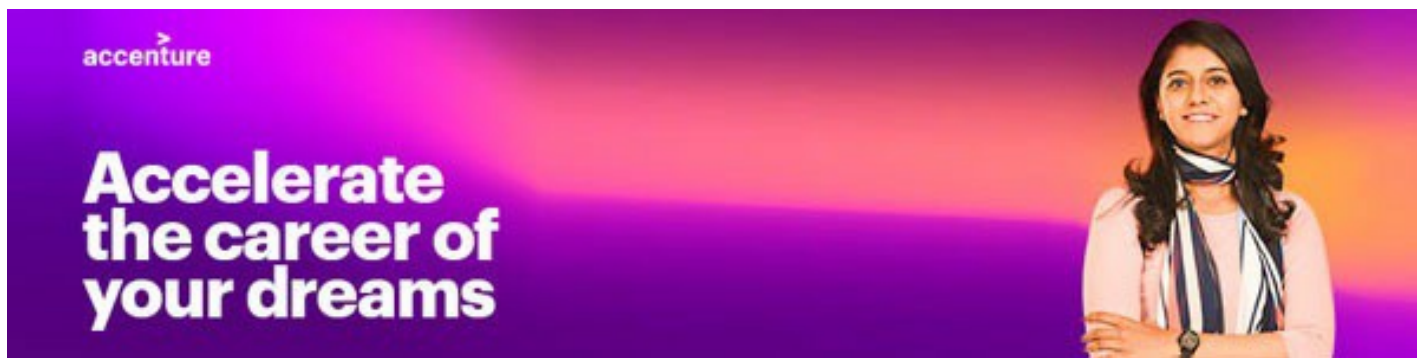
## ANNEXURE 1

### **SIMRAN BANU A** **Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**



To,

**Name :** Puneeth M

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

Dear Puneeth M,

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.

#### **AnnexureA**

- 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"





**Offer: Computer Consultancy**  
**Ref: TCSL/DT20206521042/Lucknow**  
**Date: 11/12/2021**

Mr. Puneeth M  
#2594, 10th Main Road KSRTC Layout  
5th Main Road, Near Ganesha Temple,  
Bangalore-560078,  
Karnataka.

Dear Puneeth M,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be ` **3,36,877/-** per annum, as per the terms and conditions set out herein.

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

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

**TCS Confidential**  
**TCSL/DT20206521042**

1



**Ref: EXP/GET/22-23/OFF/530  
16-January-2022**

### **Offer Letter**

**Shaziya Kousar  
#140, 5Th Cross, Bsk 2Nd Stage  
Teachers Colony, Bangalore - 70**

**Dear Shaziya Kousar,**

We thank you for your interest in our company and for participating in the interview process. Further to the discussions we have had, we are happy to make you an offer for joining Expleo Solutions Limited as **Graduate Engineer Trainee**.

#### **Offer Details**

Your Monthly CTC will be ₹ **16,300** (Rupees Sixteen Thousand Three Hundred Only) inclusive of all allowances subject to applicable statutory deductions and employee benefits

You are also eligible for the following statutory benefits,

- a. ESI on Gross Pay of ₹ 10,000 (0.75% of Employee contribution and 3.25% of Employer contribution)
- b. PF on Basic Pay ₹ 7,000 (12% of Employee contribution and 12% of Employer contribution)
- c. Gratuity as per applicable rate as per act.
- d. GMC 2 lakhs for employee and dependents.
- e. GPA and GTL 10 lakhs applicable only for employee
- f. Bonus at applicable rate as per act.

You would be under training with continuous evaluation process of 4 months and post successful completion of the training, you will be an employee of Expleo. We would be issuing an offer CTC of ₹ **3,63,164** (Three Lakhs Sixty Three Thousand One Hundred and Sixty Four Only) per annum as cost to the company while joining as regular employee. Refer Annexure below

The above offer is subject to the following terms and conditions:

1. You being found medically fit at all times.
2. You submitting true copies of all your scholastic/academic and extra-curricular attainments along with proof of your age and of last drawn salary. The documents that need to be submitted at the time of joining will be communicated in due course.
3. Please note that as a standard organization procedure we carry out stringent background verification check. The process for the same will be initiated along with the acceptance of this offer. Your joining & the subsequent appointment for undergoing training shall be contingent upon successful completion of the training program and background check process. You are concurring to the above said clause by accepting this offer.

**Salary Annexure**

<b>Components</b>	<b>Monthly</b>	<b>Annual</b>
<b>Earnings (A)</b>		
Basic	12,500	150,000
HRA	6,250	75,000
<b>Total (A)</b>	<b>18,750</b>	<b>225,000</b>
<b>Flexible Basket of Allowances (B)</b>		
Telephone	1,000	12,000
LTA	1,042	12,500
Special Allowance	5,974	71,688
<b>Total (B)</b>	<b>8,016</b>	<b>96,188</b>
<b>Annual Component (C)</b>		
Fixed Compensation (A+B)	26,766	321,188
Employer Contribution to PF	1,800	21,600
Gratuity	-	7,212
GMC, GPA, GTL	1,097	13,164
<b>Cost to Company</b>	<b>29,663</b>	<b>363,164</b>
<b>Employee Medical Benefit Coverage</b>		
Group Medical Coverage (GMC)		200,000
Group Personal Accident (GPA)		1,000,000
Group Term Life (GTL)		1,000,000

➤ \*Statutory Bonus is applicable rate as per act.,

**Acknowledgement**

I accept the above Terms and Conditions and will report for work on \_\_\_\_\_.

**Signature:****Date:**

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Ajay M R,

It is our pleasure to welcome you to **Zenus Group**.

1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Circuit Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.

2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.

3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.

4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.

5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).

**Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.

6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.

7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).

8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

ISO 9001:2008 Certified

- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Amrutha V,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Circuit Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
- Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.
- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

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- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

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# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Apoorva S,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Circuit Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
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- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.



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- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
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- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Arathi A,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Circuit Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
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- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

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- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

**Dated: 29/4/2021**

**Subject: Offer of Appointment**

Dear Bhanushree M,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Circuit Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
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# Zenus Group

ISO 9001:2008 Certified

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- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

March 15, 2021

HR/BP/1221/17941

Ms. Bhavana H E  
Bangalore.

**Letter of Appointment**

Dear Bhavana,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610



**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company’s policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week’s notice or one week’s basic salary in lieu of notice. During this period, you may also resign your appointment with one month’s notice or payment of one month’s basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it’s existing and forthcoming obligations.
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- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month’s** notice or **two month’s** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month’s notice or payment of two month’s basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it’s existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company’s confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company’s operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company’s business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company’s policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company’s transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company’s policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.



ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	<b>Bhavana H E</b>		
<b>Designation:</b>	<b>Associate Software Engineer Automation</b>		
<b>Grade:</b>	<b>M0</b>	<b>Location:</b>	<b>Bangalore</b>
<b>Components:</b>	<b>w.e.f - DOJ</b>	<b>Monthly</b>	<b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	<b>Rs. 702,000<sup>^</sup></b>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	<b>Rs. 10,00,000<sup>**</sup></b>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	<b>Rs. 100,000<sup>**</sup></b>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	<b>Rs. 150,000<sup>**</sup></b>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	<b>As applicable<sup>^</sup></b>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	<b>As applicable<sup>^</sup></b>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	<b>Rs. 16,200 p.a<sup>**</sup></b>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

**Bhavana H E**  
**Date:**

March 15, 2021

HR/BP/1221/17942

**Ms. Bhavana M  
Bangalore.**

**Letter of Appointment**

Dear Bhavana,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
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  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
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  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
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Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

---

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610

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- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	<b>Bhavana M</b>		
<b>Designation:</b>	<b>Associate Software Engineer Automation</b>		
<b>Grade:</b>	<b>M0</b>	<b>Location:</b>	<b>Bangalore</b>
<b>Components:</b>	<b>w.e.f - DOJ</b>	<b>Monthly</b>	<b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	<b>Rs. 702,000<sup>^</sup></b>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	<b>Rs. 10,00,000<sup>**</sup></b>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	<b>Rs. 100,000<sup>**</sup></b>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	<b>Rs. 150,000<sup>**</sup></b>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	<b>As applicable<sup>^</sup></b>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	<b>As applicable<sup>^</sup></b>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	<b>Rs. 16,200 p.a<sup>**</sup></b>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

**Bhavana M**  
**Date:**

March 15, 2021

HR/BP/1221/17943

**Ms. Chandana S  
Bangalore.**

**Letter of Appointment**

Dear Chandana,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

---

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610

**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.



ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	<b>Chandana S</b>		
<b>Designation:</b>	<b>Associate Software Engineer Automation</b>		
<b>Grade:</b>	<b>M0</b>	<b>Location:</b>	<b>Bangalore</b>
<b>Components:</b>	<b>w.e.f - DOJ</b>	<b>Monthly</b>	<b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	<b>Rs. 702,000<sup>^</sup></b>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	<b>Rs. 10,00,000<sup>**</sup></b>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	<b>Rs. 100,000<sup>**</sup></b>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	<b>Rs. 150,000<sup>**</sup></b>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	<b>As applicable<sup>^</sup></b>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	<b>As applicable<sup>^</sup></b>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	<b>Rs. 16,200 p.a<sup>**</sup></b>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

**Chandana S**  
**Date:**

March 15, 2021

HR/BP/1221/17944

Mr. Chikkanna Swamy M  
Bangalore.

**Letter of Appointment**

Dear Chikkanna Swamy M,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610

**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	<b>Chikkanna Swamy M</b>		
<b>Designation:</b>	<b>Associate Software Engineer Automation</b>		
<b>Grade:</b>	<b>M0</b>	<b>Location:</b>	<b>Bangalore</b>
<b>Components:</b>	<b>w.e.f - DOJ</b>	<b>Monthly</b>	<b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	<b>Rs. 702,000<sup>^</sup></b>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	<b>Rs. 10,00,000<sup>**</sup></b>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	<b>Rs. 100,000<sup>**</sup></b>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	<b>Rs. 150,000<sup>**</sup></b>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	<b>As applicable<sup>^</sup></b>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	<b>As applicable<sup>^</sup></b>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	<b>Rs. 16,200 p.a<sup>**</sup></b>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

**Chikkanna Swamy M**  
**Date:**

March 15, 2021

HR/BP/1221/17945

Mr. Darshan A Rao  
Bangalore.

**Letter of Appointment**

Dear Darshan A Rao,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

---

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610

**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.



ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	Darshan A Rao		
<b>Designation:</b>	Associate Software Engineer Automation		
<b>Grade:</b>	M0	<b>Location:</b>	Bangalore
<b>Components:</b>	w.e.f - DOJ		<b>Monthly</b> <b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
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<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	Rs. 702,000 <sup>^</sup>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	Rs. 10,00,000 <sup>**</sup>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	Rs. 100,000 <sup>**</sup>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Mediclaim Insurance under Family Floater.	Rs. 150,000 <sup>**</sup>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	As applicable <sup>^</sup>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	As applicable <sup>^</sup>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	As applicable <sup>^</sup> p.m	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	As applicable <sup>^</sup> p.m	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	As applicable <sup>^</sup> p.m	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	Rs. 16,200 p.a <sup>**</sup>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
 Deputy General Manager – Human Resources  
 Hinduja Global Solutions Limited

**Darshan A Rao**  
 Date:

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Bhavana K,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Network Analyst Engineer(RF)**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
- Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.
- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

ISO 9001:2008 Certified

- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Bhavya Aggarwal,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Network Analyst Engineer(RF)**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
- Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.
- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

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- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

**Dated: 29/4/2021**

**Subject: Offer of Appointment**

Dear Dikshitha Jain,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Network Analyst Engineer(RF)**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
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  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

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- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
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- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

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# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Eeranna T,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Network Analyst Engineer(RF)**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
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I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

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# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Gayathri B M,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Network Analyst Engineer(RF)**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
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  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

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- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
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- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

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March 15, 2021

HR/BP/1221/17948

Ms. Geetha S  
Bangalore.

**Letter of Appointment**

Dear Geetha S,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

---

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610



**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	Geetha S		
<b>Designation:</b>	Associate Software Engineer Automation		
<b>Grade:</b>	M0	<b>Location:</b>	Bangalore
<b>Components:</b>	w.e.f - DOJ		Monthly      Annual
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	Rs. 702,000 <sup>^</sup>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	Rs. 10,00,000 <sup>**</sup>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	Rs. 100,000 <sup>**</sup>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	Rs. 150,000 <sup>**</sup>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	As applicable <sup>^</sup>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	As applicable <sup>^</sup>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	As applicable <sup>^</sup> p.m	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	As applicable <sup>^</sup> p.m	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	As applicable <sup>^</sup> p.m	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	Rs. 16,200 p.a <sup>**</sup>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
 Deputy General Manager – Human Resources  
 Limited

**Geetha S**  
 Date:Hinduja Global Solutions

March 15, 2021

HR/BP/1221/17948

Mr. H Pawan Kumar  
Bangalore.

**Letter of Appointment**

Dear Hitha S,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610



**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	<b>H Pawan Kumar</b>		
<b>Designation:</b>	<b>Associate Software Engineer Automation</b>		
<b>Grade:</b>	<b>M0</b>	<b>Location:</b>	<b>Bangalore</b>
<b>Components:</b>	<b>w.e.f - DOJ</b>	<b>Monthly</b>	<b>Annual</b>
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	<b>Rs. 702,000<sup>^</sup></b>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	<b>Rs. 10,00,000<sup>**</sup></b>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	<b>Rs. 100,000<sup>**</sup></b>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	<b>Rs. 150,000<sup>**</sup></b>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	<b>As applicable<sup>^</sup></b>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	<b>As applicable<sup>^</sup></b>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	<b>As applicable<sup>^</sup>p.m</b>	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	<b>Rs. 16,200 p.a<sup>**</sup></b>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Limited**

**H Pawan Kumar**  
**Date: Hinduja Global Solutions**

March 15, 2021

HR/BP/1221/17949

Ms. Harshitha L  
Bangalore.

**Letter of Appointment**

Dear Geetha S,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

---

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610

**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company. **Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	Harshitha L		
<b>Designation:</b>	Associate Software Engineer Automation		
<b>Grade:</b>	M0	<b>Location:</b>	Bangalore
<b>Components:</b>	w.e.f - DOJ		Monthly      Annual
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
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<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	Rs. 702,000 <sup>^</sup>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	Rs. 10,00,000 <sup>**</sup>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	Rs. 100,000 <sup>**</sup>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	Rs. 150,000 <sup>**</sup>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	As applicable <sup>^</sup>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	As applicable <sup>^</sup>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	As applicable <sup>^</sup> p.m	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	As applicable <sup>^</sup> p.m	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	As applicable <sup>^</sup> p.m	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	Rs. 16,200 p.a <sup>**</sup>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
 Deputy General Manager – Human Resources  
 Limited

**Harshitha L**  
 Date:Hinduja Global Solutions

March 15, 2021

HR/BP/1221/17950

Mr. Hitha S  
Bangalore.

**Letter of Appointment**

Dear Hitha S,

- 1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as **“Associate Software Engineer Automation”**. The details of your entitlements and your salary are as per Annexure –II.
- 2.0 **Date of Appointment:** Your effective date of Appointment will be on or before **November 18, 2021**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 **Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 **Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
  - 4.2 Certificates supplementing your SSLC (10<sup>th</sup> Standard) and highest educational and professional qualification attainments;
  - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
  - 4.4 6 (six) passport sized photographs;
  - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction/paid in the current financial year; PAN Card Copy;
  - 4.6 Photocopy of Passport, if available.
  - 4.7 Photocopy of your Aadhaar Card with number
  - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
  - 4.9 ESIC Number of previous employment.
  - 4.10 Any other documents as may be required by the Company.
- 5.0 **Terms and Conditions of Employment:** All the terms and conditions of your employment are attached herewith as Annexure – I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

**Kiran Kumar G**  
**Deputy General Manager – Human Resources**  
**Hinduja Global Solutions Limited**

I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**Encl: Annexure – I & II**

**HINDUJA GLOBAL SOLUTIONS LIMITED.**

Corporate Office: Gold Hill Square Software Park, No. 690, 1st Floor, Hosur Road, Bommanahalli, Bengaluru - 560 068. India. Telephone: 91-80-4643 1000 / 4643 1222  
Regd. Office: Hinduja House, No. 171, Dr. Annie Besant Road, Worli, Mumbai - 400 018. India. Telephone: 91-22-2496 0707 Fax: 91-22-2497 4208 Website: www.teamhgs.com

Corporate Identity Number.L92199MH1995PLC084610



**Annexure- I Terms and Conditions of your appointment:**

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.
- 2.0 The other terms and conditions of your appointment are as follows:**
- 2.1 **Probation:** You will be initially, on Probation for a period of six months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of probation.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory.
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will be deemed to be confirmed on completion of 6 months unless otherwise communicated to you by the company in writing. The period of your probation may be extended at the discretion of the company depending on your performance and other factors.
- 2.1.4 During the period of probation your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.1.5 Your continuation in the service of the company is subject to your satisfactory performance during the period of probation.
- 2.1.6 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked.
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be two months, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with **two month's** notice or **two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with two month's notice or payment of two month's basic salary in lieu of notice, at the discretion of the company.  
**Proviso:** Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.
- 2.4 **Confidentiality:** You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.
- 2.5 **Intellectual Property:** The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- 2.6 **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- 2.7 **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country(ies) including without limitation work permits, immigration requirements, etc
- 2.8 **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc, back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- 2.9 **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 **Transfer:**
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavor to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -
- 2.10.3.1 That you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honor and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.
- 2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.
- 3.0 Other terms and conditions:**
- 3.1 **Working Hours** – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.
- 3.2 **Double Employment Prohibited:**
- 3.2.1 You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.
- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing, in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In

- the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verifications:**
- 3.6.1 Verifications:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1** if during the pre-employment or the post employment background checks, the checking agency gives a negative report; or
- 3.8.2** in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3** in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1** to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2** To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company.
- 8.0 Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1** Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2** For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3** The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4** The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5** The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at anytime, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 Relocation: expenses towards shipment of household goods/ car (as applicable):** You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, you shall be liable to pay the amount received towards shipment of household goods and/or car as per the retention clause in the policy.
- 14.0 Maternity Benefit:** All Women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act.
- 15.0 Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

ANNEXURE II - SALARY & ALLOWANCES			
<b>Candidate Name:</b>	Hitha S		
<b>Designation:</b>	Associate Software Engineer Automation		
<b>Grade:</b>	M0	<b>Location:</b>	Bangalore
<b>Components:</b>	w.e.f - DOJ		Monthly    Annual
<b>"A" FIXED</b>			
Basic Pay		13,472	161,664
House Rent Allowance		5,389	64,668
Shift Allowance		5,000	60,000
Skill Allowance		5,000	60,000
City Compensatory Allowance		4,816	57,792
<b>"A" Sub-total - Gross Pay</b>		<b>33,677</b>	<b>404,124</b>
<b>"B" RETIRAL BENEFITS</b>			
Advance against Statutory Bonus		1,123	13,472
Provident Fund - <i>Employer's Contribution</i>		1,800	21,600
Gratuity		648	7,776
<b>"B" Sub-total - Retiral Benefits</b>		<b>3,571</b>	<b>42,846</b>
<b>Total Fixed Compensation (A + B)</b>		<b>37,248</b>	<b>446,970</b>
<b>"C" VARIABLE PAY</b>			
<b>"C" Sub-total - Variable Pay</b>		-	-
<b>Total Cash Compensation (A + B + C)</b>		<b>37,248</b>	<b>446,970</b>
<b>"D" INSURANCE / OTHER BENEFITS</b>			
Medical / GPA Insurance Premium		253	3,030
<b>Total Cost to Company: (A + B + C + D)</b>		<b>37,500</b>	<b>450,000</b>
<b>Benefit / Scheme</b>	<b>Description</b>	<b>Value / PA</b>	
<b>Group Insurance in Lieu of EDLI (Under PF Act)</b>	An Insurance benefit in the event of demise of an employee is provided under this "Group Insurance Scheme" during an employee's term, to his Nominee/Family:	Rs. 702,000 <sup>^</sup>	
<b>Group Personal Accident</b>	You are covered under group personal accident insurance policy of the company for a sum of -	Rs. 10,00,000 <sup>**</sup>	
<b>Group Term Life</b>	You are covered under Group Term Life Insurance policy of the company for a sum of -	Rs. 100,000 <sup>**</sup>	
<b>Medical Insurance Coverage</b>	Self and dependant family members are covered for Group Medclaim Insurance under Family Floater.	Rs. 150,000 <sup>**</sup>	
<b>Gratuity</b>	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	As applicable <sup>^</sup>	
<b>Advance against provisional minimum statutory bonus</b>	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land.	As applicable <sup>^</sup>	
<b>Provident Fund</b>	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	As applicable <sup>^</sup> p.m	
<b>Professional Tax</b>	If any as per the applicable rules in your state.	As applicable <sup>^</sup> p.m	
<b>Income Tax</b>	Appropriate Income tax would be deducted in the payroll every month.	As applicable <sup>^</sup> p.m	
<b>Subsidized Transport Service</b>	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	Rs. 16,200 p.a <sup>**</sup>	

<sup>^</sup> Statutory Schemes are subject to change as per the Law from time to time.

<sup>\*\*</sup> These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

**Kiran Kumar G**  
 Deputy General Manager – Human Resources  
 Limited

**Hitha S**  
 Date: Hinduja Global Solutions



**20 May 2021**

**Dear Jasir Ahmad**

**Sub: Offer Letter**

Congratulations!

We are pleased to offer you a position in our organization as **Graduate Engineer Trainee**.  
Your work location will be **Bangalore**

Please refer to Annexure – 1 for the detailed compensation and benefits.

You shall be on a probation for a period of 6 months from the date of commencement of your duties, the period of which may be further extended at the discretion of the Company. After the probationary period, your appointment will be confirmed, subject your performance to our satisfaction.

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

Employment as per this offer is subject to verification of the facts mentioned and reference check outcome.

You are required to join the services of the Company as early as possible, latest by **02 Aug 2021**.  
We shall appreciate your confirmation of the above offer on or before **21 June 2021**.  
Non-acceptance before the stipulated date shall make this offer redundant automatically.

We look forward to your contribution and commitment for the growth of Uniphore. We are confident that you will add value as part of the Uniphore family. The success of our Company is dependent upon the effort and teamwork of each employee. We assure our support for your professional development and growth.

Please accept and acknowledge.

Yours sincerely,  
**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**  
**Vice President - Human Resources**

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IIT Madras Research Park  
08C, 8th Floor, Kanagam Road,  
Taramani, Chennai – 600 113  
+91 44 61716500, 3065 5800  
Uniphore.com



**Annexure – 1**

<b>Salary Structure</b>	
<b>Name : Jasir Ahmad</b>	
<b>Designation : Graduate Engineer Trainee</b>	
<b>Location : Bangalore</b>	
<b>Compensation Break-up</b>	
<b>Component</b>	<b>Per Annum (in INR) (90-10)</b>
Basic (50% of Gross)	186624
HRA	93312
Special Allowances	93313
Fixed Salary	373249
Variable	41472
<b>CTC (Fixed Salary + Variable)</b>	<b>414721</b>
Insurance	6214
PF Employer	21600
Gratuity (4% in Basic)	7465
<b>TCTC (Fixed+PF+Insurance+Gratuity)</b>	<b>450000</b>

\*Net in hand will be after all applicable taxes & statutory deductions

\*Variable is linked to the performance rating and subject to taxes

\*Gratuity will be as per applicable law

\*You are covered under employee group insurance coverage

\*In case if you have opted for Insurance coverage for parent(s), premium will be deducted from your gross

Yours sincerely,

**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**

**Vice President - Human Resources**



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**20 May 2021**

**Dear K Mallikarjun**

**Sub: Offer Letter**

Congratulations!

We are pleased to offer you a position in our organization as **Graduate Engineer Trainee**.  
Your work location will be **Bangalore**

Please refer to Annexure – 1 for the detailed compensation and benefits.

You shall be on a probation for a period of 6 months from the date of commencement of your duties, the period of which may be further extended at the discretion of the Company. After the probationary period, your appointment will be confirmed, subject your performance to our satisfaction.

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

Employment as per this offer is subject to verification of the facts mentioned and reference check outcome.

You are required to join the services of the Company as early as possible, latest by **02 Aug 2021**.  
We shall appreciate your confirmation of the above offer on or before **21 June 2021**.  
Non-acceptance before the stipulated date shall make this offer redundant automatically.

We look forward to your contribution and commitment for the growth of Uniphore. We are confident that you will add value as part of the Uniphore family. The success of our Company is dependent upon the effort and teamwork of each employee. We assure our support for your professional development and growth.

Please accept and acknowledge.

Yours sincerely,  
**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**  
**Vice President - Human Resources**

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**Annexure – 1**

<b>Salary Structure</b>	
<b>Name : K Mallikarjun</b>	
<b>Designation : Graduate Engineer Trainee</b>	
<b>Location : Bangalore</b>	
<b>Compensation Break-up</b>	
<b>Component</b>	<b>Per Annum (in INR) (90-10)</b>
Basic (50% of Gross)	186624
HRA	93312
Special Allowances	93313
Fixed Salary	373249
Variable	41472
<b>CTC (Fixed Salary + Variable)</b>	<b>414721</b>
Insurance	6214
PF Employer	21600
Gratuity (4% in Basic)	7465
<b>TCTC (Fixed+PF+Insurance+Gratuity)</b>	<b>450000</b>

\*Net in hand will be after all applicable taxes & statutory deductions

\*Variable is linked to the performance rating and subject to taxes

\*Gratuity will be as per applicable law

\*You are covered under employee group insurance coverage

\*In case if you have opted for Insurance coverage for parent(s), premium will be deducted from your gross

Yours sincerely,

**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**

**Vice President - Human Resources**



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Taramani, Chennai – 600 113  
+91 44 61716500, 3065 5800

Uniphore.com



**20 May 2021**

**Dear K Pavithra**

**Sub: Offer Letter**

Congratulations!

We are pleased to offer you a position in our organization as **Graduate Engineer Trainee**.  
Your work location will be **Bangalore**

Please refer to Annexure – 1 for the detailed compensation and benefits.

You shall be on a probation for a period of 6 months from the date of commencement of your duties, the period of which may be further extended at the discretion of the Company. After the probationary period, your appointment will be confirmed, subject your performance to our satisfaction.

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

Employment as per this offer is subject to verification of the facts mentioned and reference check outcome.

You are required to join the services of the Company as early as possible, latest by **02 Aug 2021**.  
We shall appreciate your confirmation of the above offer on or before **21 June 2021**.  
Non-acceptance before the stipulated date shall make this offer redundant automatically.

We look forward to your contribution and commitment for the growth of Uniphore. We are confident that you will add value as part of the Uniphore family. The success of our Company is dependent upon the effort and teamwork of each employee. We assure our support for your professional development and growth.

Please accept and acknowledge.

Yours sincerely,  
**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**  
**Vice President - Human Resources**

uniphore 

IIT Madras Research Park  
08C, 8th Floor, Kanagam Road,  
Taramani, Chennai – 600 113  
+91 44 61716500, 3065 5800  
Uniphore.com





**Annexure – 1**

Salary Structure	
Name : K Pavithra	
Designation : Graduate Engineer Trainee	
Location : Bangalore	
Compensation Break-up	
Component	Per Annum (in INR) (90-10)
Basic (50% of Gross)	186624
HRA	93312
Special Allowances	93313
Fixed Salary	373249
Variable	41472
<b>CTC (Fixed Salary + Variable)</b>	<b>414721</b>
Insurance	6214
PF Employer	21600
Gratuity (4% in Basic)	7465
<b>TCTC (Fixed+PF+Insurance+Gratuity)</b>	<b>450000</b>

\*Net in hand will be after all applicable taxes & statutory deductions

\*Variable is linked to the performance rating and subject to taxes

\*Gratuity will be as per applicable law

\*You are covered under employee group insurance coverage

\*In case if you have opted for Insurance coverage for parent(s), premium will be deducted from your gross

Yours sincerely,

**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**

**Vice President - Human Resources**



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Taramani, Chennai – 600 113  
+91 44 61716500, 3065 5800

Uniphore.com



**20 May 2021**

**Dear Kalpana GJ**

**Sub: Offer Letter**

Congratulations!

We are pleased to offer you a position in our organization as **Graduate Engineer Trainee**.  
Your work location will be **Bangalore**

Please refer to Annexure – 1 for the detailed compensation and benefits.

You shall be on a probation for a period of 6 months from the date of commencement of your duties, the period of which may be further extended at the discretion of the Company. After the probationary period, your appointment will be confirmed, subject your performance to our satisfaction.

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

Employment as per this offer is subject to verification of the facts mentioned and reference check outcome.

You are required to join the services of the Company as early as possible, latest by **02 Aug 2021**.  
We shall appreciate your confirmation of the above offer on or before **21 June 2021**.  
Non-acceptance before the stipulated date shall make this offer redundant automatically.

We look forward to your contribution and commitment for the growth of Uniphore. We are confident that you will add value as part of the Uniphore family. The success of our Company is dependent upon the effort and teamwork of each employee. We assure our support for your professional development and growth.

Please accept and acknowledge.

Yours sincerely,  
**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**  
**Vice President - Human Resources**

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+91 44 61716500, 3065 5800  
Uniphore.com



**Annexure – 1**

<b>Salary Structure</b>	
<b>Name : Kalpana GJ</b>	
<b>Designation : Graduate Engineer Trainee</b>	
<b>Location : Bangalore</b>	
<b>Compensation Break-up</b>	
<b>Component</b>	<b>Per Annum (in INR) (90-10)</b>
Basic (50% of Gross)	186624
HRA	93312
Special Allowances	93313
Fixed Salary	373249
Variable	41472
<b>CTC (Fixed Salary + Variable)</b>	<b>414721</b>
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<b>TCTC (Fixed+PF+Insurance+Gratuity)</b>	<b>450000</b>

\*Net in hand will be after all applicable taxes & statutory deductions

\*Variable is linked to the performance rating and subject to taxes

\*Gratuity will be as per applicable law

\*You are covered under employee group insurance coverage

\*In case if you have opted for Insurance coverage for parent(s), premium will be deducted from your gross

Yours sincerely,

**for Uniphore Software Systems Private Limited,**

DocuSigned by:  
*Anurag Verma*  
05D35B9BEF3447B...

**Anurag Verma**

**Vice President - Human Resources**



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Uniphore.com



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Ambuja V,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

Please accept this offer by confirming your acceptance online. If you do not accept this job offer within 7 days, it will be assumed that you are not interested in it and it will be withdrawn.

We are thrilled to have you on board! If you have any questions, please contact us at any time.

**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
HRA	5,000
Special Allowance	3,000
Leave & Travel Allowance	2,000
<b>Total</b>	<b>20,000</b>

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of TDS and professional taxes in accordance with applicable law.



**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

---

**Annexure B**

If you do not accept the Trickle Solutions LLP offer within 7 days, it will be assumed that you are not interested in this position, and the offer will be automatically withdrawn.

If you do not join on the date specified in the Trickle Solutions LLP Joining letter after accepting the Trickle Solutions LLP Offer letter, the offer will be automatically terminated at the discretion of Trickle Solutions LLP.

We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Juned Afridi Khan Y M,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
HRA	5,000
Special Allowance	3,000
Leave & Travel Allowance	2,000
<b>Total</b>	<b>20,000</b>

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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

If you do not accept the Trickle Solutions LLP offer within 7 days, it will be assumed that you are not interested in this position, and the offer will be automatically withdrawn.

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Milinda Mourya U,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
HRA	5,000
Special Allowance	3,000
Leave & Travel Allowance	2,000
<b>Total</b>	<b>20,000</b>

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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Vishal Borale,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
HRA	5,000
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<b>Total</b>	<b>20,000</b>

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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Dileep Kumar H R,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
HRA	5,000
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<b>Total</b>	<b>20,000</b>

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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

---

Dear Hari Prasad S,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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<b>Salary Component</b>	<b>Amount</b>
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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Mamatha N,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

According to the terms and conditions set forth herein, your annual gross salary, including all benefits, will be **2,40,000/-**. The compensation package is broken down in Annexure-1.

Please accept this offer by confirming your acceptance online. If you do not accept this job offer within 7 days, it will be assumed that you are not interested in it and it will be withdrawn.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
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HRA	5,000
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<b>Total</b>	<b>20,000</b>

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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

---

**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP





**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Neha Mukundam,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

This is your expected monthly salary structure.

<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Niyaz Ahmed Attar,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

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<b>Salary Component</b>	<b>Amount</b>
Basic Salary	10,000
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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP



**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

---

Dear Shifali G,

Thank you for your interest in working for **Trickle Solutions LLP**. You have completed our preliminary selection process, and we are pleased to make you an offer.

This offer is based on your qualifications and performance during the selection process. You have been chosen for the role of **Site Engineer**. You will work on planning and maintenance of projects , supervision of construction works for Trickle Solutions LLP's various business units.

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**Trickle Solutions LLP**

LLP ID: AAZ-4994

24/14/A, South Kadu,

Attur, Salem - 636102

Date: 24/02/2021

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**Annexure A**

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HRA	5,000
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**Trickle Solutions LLP**

LLP ID: AAZ-4994  
24/14/A, South Kadu,  
Attur, Salem - 636102

Date: 24/02/2021

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**Annexure B**

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We are excited to have you on our team.

Yours Sincerely,

David Kingsly,  
Director & Recruiter,  
Trickle Solutions LLP

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Halesha LN,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
- Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.
- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

ISO 9001:2008 Certified

- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Lokesh Bharani KN,

It is our pleasure to welcome you to **Zenus Group**.

1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.

2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.

3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.

4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.

5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).

**Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.

6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.

7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).

8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

ISO 9001:2008 Certified

- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Manjunatha H,

It is our pleasure to welcome you to **Zenus Group**.

- 1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.
  - 2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.
  - 3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.
  - 4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.
  - 5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).
- Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.
- 6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.
  - 7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).
  - 8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.

# Zenus Group

ISO 9001:2008 Certified

- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

# Zenus Group

ISO 9001:2008 Certified

**Dated: 29/4/2021**

## **Subject: Offer of Appointment**

Dear Trishul Kumar N,

It is our pleasure to welcome you to **Zenus Group**.

1) With reference to our discussions, we are pleased to offer you appointment in our organization as **Design Engineer**; Further Your Salary will be 15,000 INR per month in the probation period of 6 months than after your **CTC will be 5.0 lakh /annual**.

2) Company will provide the skills based training for **20 Days (15+5)** before being a part of company, so you should have to complete this period successfully, if you are not completed this period or not join this period or dropout in between the training because of any reason whatsoever, your employment will be cancelled itself without any Notice to You.

3) This Job is a field job, so you should have to relocate anywhere in India as per the guideline of the Company. After selection of trainee, trainee will be on probation period of 6 months and need to sign Service Agreement for 3 Year and need to submit your Original document with us for the security of Tool Kit.

4) You should not have any backlog at the time of joining that is 06<sup>th</sup> June 2024, if any backlog found at the time of joining your employment will be cancelled without any notice or compensation.

5) **Posting and liability for transfer:** initially you shall report for appointment at Roorkee and thereafter your place of posting would be decided based on the need of the company (**Anywhere in PAN India**).

**Note:** - The company shall have the right to transfer your services temporarily /Permanently to any other department, division and branch or to any other company under the **Zenus Group** or to any client site in India or abroad where **Zenus** projects and under execution at the sole discretion of management.

6) You will be governed by the company rules relating to conduct, discipline and all the conditions of employment etc. that are applicable or may become applicable from time to time to the employees of the company.

7) You should produce sufficient proof of date of birth and educational qualification (i.e. Original mark lists & certificate along with photo copies thereof).

8) This Appointment is subject to you being medically fit for the aforesaid appointment by the company for which you will have to undergo a medical check-up as decided by the company and the decision of the company on the Name of Doctor/Venue and the medical report will be final. A Separate communication is being sent to you by the undersigned.



# Zenus Group

ISO 9001:2008 Certified

- 9) Your Continuation of appointment will be subject to your Furnishing such other information as the company may require from time to time and subject to your services being acceptable in the light of the information furnished and documents provided from time to time. Its compulsory that Initial Training will be held in Roorkee R & D . Further your Job location will be in Haryana/ Up/Rajasthan/Bihar/Chhattisgarh.
- 10) If any declaration, statement or information given by you is at any time found to be false or untrue, or if any material information is suppressed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.
- 11) If after you join the company's Services, it comes to the notice of the company that you had prior to joining the company's services committed any act of misconduct, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof, or if your services are not so terminated, you shall be liable to disciplinary measures and any penalty that may be imposed by the management.
- 12) No Travelling allowance will be paid to you on account of your journey undertaken for joining the services of the company for this appointment or any personal journey.
- 13) Be it clearly understood that no benefit of past services or any other similar benefit of any previous employment, in whatever form & Manner it may be, shall be available to you in this employment being offered pursuant to this letter. No salary & TA during your Training period and no accommodation and food will be provided by the company during training as well as Job.
- 14) You will carry your own Laptop along with you for learn the designing concept on designing software.
- 15) If we do not receive your acceptance on this letter of appointment on or before 1<sup>st</sup> May 2024 , it will be construed that you are not interested in accepting this offer and the same shall stand automatically withdrawn without any further reference to you.
- 16) Your Date of joining May be extended as per availability of projects.

I wish you all the very best and wish all success in your tenure with the company

**For Zenus Group**

**Date:**

**Signature**

**Note:** This is computer Generated offer letter so no need signature & Stamp.

ARRAA/HR/Offer Letter: 2021/0676

Mar 22<sup>nd</sup>, 2021.

**Mr. Vijayakumar Swamy**

Ph No: +91 6382827837.

College Name: City Engineering College Bengaluru

Dear Mr. VIJAYAKUMAR SWAMY

With reference to your interview that we had with you, we are pleased to offer you the post of "**Graduate Engineer Trainee**" in our organization.

Your Initial training will be with **stipend of Rs. 10,000.00** per month, your performance will be evaluated, after **successful completion of training, your CTC will be revised to Rs. 3,00,528.00/- Lpa.**

All other terms & conditions shall be as per company HR policy.

You agree not to disclose any confidential information learned in the course of your employment about the business of the firm or about its clients or about the personal affairs of your superiors to anybody outside the firm both during and after your term of employment. You understand and affirm the need to treat your compensation as highly individual and confidential, which is not to be discussed with anyone.

We are very pleased to offer you the position and are sure that you will make a superb addition to our firm. You will be signing an irrevocable Contract for your continuity in service for a period of 36 months Inclusive of your probation period. Your date of Joining/Training shall be intimate through email at the earlier.

Please sign this copy and return for our files.

Thanking you,

For ARRAA ENERGY PRIVATE LIMITED

P Shilpa



HR Manager



Vijayakumar Swamy

Signed and Accepted

## ARRAA ENERGY PRIVATE LIMITED

ADDRESS: No: 4<sup>th</sup> Floor, No.3/183 | Mount Poonamalle Road | Manapakkam | Chennai – 600 125 | INDIA | TEL/FAX : +91 44 42856342  
Enquiry@arraaenergy.com

CIN: U31900TN2020PTC139394

ARRAA/HR/Offer Letter: 2021/0672

Mar 22<sup>nd</sup>, 2021.

**Mr. Rakesh N G**

Ph No: +91 6382827837.

College Name: City Engineering College Bengaluru

Dear Mr. RAKESH N G

With reference to your interview that we had with you, we are pleased to offer you the post of "**Graduate Engineer Trainee**" in our organization.

Your Initial training will be with **stipend of Rs. 10,000.00** per month, your performance will be evaluated, after **successful completion of training, your CTC will be revised to Rs. 3,00,528.00/- Lpa.**

All other terms & conditions shall be as per company HR policy.

You agree not to disclose any confidential information learned in the course of your employment about the business of the firm or about its clients or about the personal affairs of your superiors to anybody outside the firm both during and after your term of employment. You understand and affirm the need to treat your compensation as highly individual and confidential, which is not to be discussed with anyone.

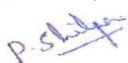
We are very pleased to offer you the position and are sure that you will make a superb addition to our firm. You will be signing an irrevocable Contract for your continuity in service for a period of 36 months Inclusive of your probation period. Your date of Joining/Training shall be intimate through email at the earlier.

Please sign this copy and return for our files.

Thanking you,

For ARRAA ENERGY PRIVATE LIMITED

P Shilpa



HR Manager



Rakesh N G

Signed and Accepted

## ARRAA ENERGY PRIVATE LIMITED

**ADDRESS:** No: 4<sup>th</sup> Floor, No.3/183 | Mount Poonamalle Road | Manapakkam | Chennai – 600 125 | INDIA | TEL/FAX : +91 44 42856342  
Enquiry@arraaenergy.com

**CIN: U31900TN2020PTC139394**

ARRAA/HR/Offer Letter: 2021/0673

Mar 22<sup>nd</sup>, 2021.

**Mr. Surya Simha Bhat G N**

Ph No: +91 6382827837.

College Name: City Engineering College Bengaluru

Dear Mr. SURYA SIMHA BHAT G N

With reference to your interview that we had with you, we are pleased to offer you the post of "**Graduate Engineer Trainee**" in our organization.

Your Initial training will be with **stipend of Rs. 10,000.00** per month, your performance will be evaluated, after **successful completion of training, your CTC will be revised to Rs. 3,00,528.00/- Lpa.**

All other terms & conditions shall be as per company HR policy.

You agree not to disclose any confidential information learned in the course of your employment about the business of the firm or about its clients or about the personal affairs of your superiors to anybody outside the firm both during and after your term of employment. You understand and affirm the need to treat your compensation as highly individual and confidential, which is not to be discussed with anyone.

We are very pleased to offer you the position and are sure that you will make a superb addition to our firm. You will be signing an irrevocable Contract for your continuity in service for a period of 36 months Inclusive of your probation period. Your date of Joining/Training shall be intimate through email at the earlier.

Please sign this copy and return for our files.

Thanking you,

For ARRAA ENERGY PRIVATE LIMITED

P Shilpa



HR Manager



Surya Simha Bhat G N

Signed and Accepted

## ARRAA ENERGY PRIVATE LIMITED

**ADDRESS:** No: 4<sup>th</sup> Floor, No.3/183 | Mount Poonamalle Road | Manapakkam | Chennai – 600 125 | INDIA | TEL/FAX : +91 44 42856342  
Enquiry@arraaenergy.com

**CIN: U31900TN2020PTC139394**

ARRAA/HR/Offer Letter: 2021/0674

Mar 22<sup>nd</sup>, 2021.

**Mr. Syed Jabir A**

Ph No: +91 6382827837.

College Name: City Engineering College Bengaluru

Dear Mr. SYED JABIR A

With reference to your interview that we had with you, we are pleased to offer you the post of "**Graduate Engineer Trainee**" in our organization.

Your Initial training will be with **stipend of Rs. 10,000.00** per month, your performance will be evaluated, after **successful completion of training, your CTC will be revised to Rs. 3,00,528.00/- Lpa.**

All other terms & conditions shall be as per company HR policy.

You agree not to disclose any confidential information learned in the course of your employment about the business of the firm or about its clients or about the personal affairs of your superiors to anybody outside the firm both during and after your term of employment. You understand and affirm the need to treat your compensation as highly individual and confidential, which is not to be discussed with anyone.

We are very pleased to offer you the position and are sure that you will make a superb addition to our firm. You will be signing an irrevocable Contract for your continuity in service for a period of 36 months Inclusive of your probation period. Your date of Joining/Training shall be intimate through email at the earlier.

Please sign this copy and return for our files.

Thanking you,

For ARRAA ENERGY PRIVATE LIMITED

P Shilpa



HR Manager



Syed Jabir A

Signed and Accepted

## ARRAA ENERGY PRIVATE LIMITED

ADDRESS: No: 4<sup>th</sup> Floor, No.3/183 | Mount Poonamalle Road | Manapakkam | Chennai – 600 125 | INDIA | TEL/FAX : +91 44 42856342  
Enquiry@arraaenergy.com

CIN: U31900TN2020PTC139394

ARRAA/HR/Offer Letter: 2021/0675

Mar 22<sup>nd</sup>, 2021.

**Mr. Tarun H**

Ph No: +91 6382827837.

College Name: City Engineering College Bengaluru

Dear Mr.TARUN H

With reference to your interview that we had with you, we are pleased to offer you the post of "**Graduate Engineer Trainee**" in our organization.

Your Initial training will be with **stipend of Rs. 10,000.00** per month, your performance will be evaluated, after **successful completion of training, your CTC will be revised to Rs. 3,00,528.00/- Lpa.**

All other terms & conditions shall be as per company HR policy.

You agree not to disclose any confidential information learned in the course of your employment about the business of the firm or about its clients or about the personal affairs of your superiors to anybody outside the firm both during and after your term of employment. You understand and affirm the need to treat your compensation as highly individual and confidential, which is not to be discussed with anyone.

We are very pleased to offer you the position and are sure that you will make a superb addition to our firm. You will be signing an irrevocable Contract for your continuity in service for a period of 36 months Inclusive of your probation period. Your date of Joining/Training shall be intimate through email at the earlier.

Please sign this copy and return for our files.

Thanking you,

For ARRAA ENERGY PRIVATE LIMITED

P Shilpa



HR Manager



Tarun H

Signed and Accepted

## ARRAA ENERGY PRIVATE LIMITED

**ADDRESS:** No: 4<sup>th</sup> Floor, No.3/183 | Mount Poonamalle Road | Manapakkam | Chennai – 600 125 | INDIA | TEL/FAX : +91 44 42856342  
Enquiry@arraaenergy.com

**CIN: U31900TN2020PTC139394**



## Offer Letter

Mr. Vinay K

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

1. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
2. You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
3. You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Tuesday, August 31, 2021**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

#### **Annexure A**

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The Employee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

**Code of Conduct:** Think & Learn Pvt. Ltd., endeavors to follow the best possible standards in its governance and has high levels of transparency and integrity. As an employee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our employee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

**Business Conduct:** Our basic premise in conduct of business: employee should do nothing that might discredit or embarrass the Company, its clients, or themselves as employee of the Company. All Think & Learn Pvt. Ltd., employees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.



## **Annexure B**

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate (Provisional Certificate/Course Completion Certificate for Trainees)
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

*This is system generated offer letter and does not require authorised signature.*



## Offer Letter

Mr. Mahadevappa

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

1. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
2. You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
3. You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Tuesday, August 31, 2021**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

#### **Annexure A**

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The Employee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

**Code of Conduct:** Think & Learn Pvt. Ltd., endeavors to follow the best possible standards in its governance and has high levels of transparency and integrity. As an employee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our employee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

**Business Conduct:** Our basic premise in conduct of business: employee should do nothing that might discredit or embarrass the Company, its clients, or themselves as employee of the Company. All Think & Learn Pvt. Ltd., employees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

## **Annexure B**

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate (Provisional Certificate/Course Completion Certificate for Trainees)
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Manoj K

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Nagaraj

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

#### **Annexure A**

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Syed Iqbal Matheen

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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#### **Annexure A**

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Sameer Ahmed J

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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#### **Annexure A**

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Arunkumara R

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Mohamed Adam Hassan Bushara

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

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Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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## Offer Letter

Mr. Pavan Kalyan S

Date: Tuesday, May 11, 2021

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We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

1. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
2. You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
3. You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Tuesday, August 31, 2021**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

#### **Annexure A**

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The Employee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

**Code of Conduct:** Think & Learn Pvt. Ltd., endeavors to follow the best possible standards in its governance and has high levels of transparency and integrity. As an employee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our employee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

**Business Conduct:** Our basic premise in conduct of business: employee should do nothing that might discredit or embarrass the Company, its clients, or themselves as employee of the Company. All Think & Learn Pvt. Ltd., employees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.



## **Annexure B**

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate (Provisional Certificate/Course Completion Certificate for Trainees)
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Aditya S

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

#### **Annexure A**

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Dhanush N S

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

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11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Girish S

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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#### **Annexure A**

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Chandan Kumar S

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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#### **Annexure A**

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12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Pradeepkumar P

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

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We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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13. Current/Last company's last three months' payslip(Only for experienced candidate)

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## Offer Letter

Mr. Suresh K

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

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Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

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## Offer Letter

Mr. Bhaskar R B

Date: Tuesday, May 11, 2021

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavor to change the face of education.

We are pleased to offer you the position of Associate - Pre Sales on following terms and conditions:

### **Offer Details:**

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	Tuesday, August 31, 2021
Role Location:	IBC Knowledge Park, Bangalore

### **Compensation Details:**

CTC per Annum:-	
Fixed Compensation:	375000 INR
Variable Compensation:	100000 INR
Variable Pay Frequency:	Annual

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

1. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
2. You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
3. You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

You are requested to join the services of the Company not later than **Tuesday, August 31, 2021**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing. Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

**Think & Learn Pvt. Ltd.**

**Accept Job Offer by signing below**

**Human Resource**

**Signature:**

*This is system generated offer letter and does not require authorised signature.*

#### **Annexure A**

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The Employee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

**Code of Conduct:** Think & Learn Pvt. Ltd., endeavors to follow the best possible standards in its governance and has high levels of transparency and integrity. As an employee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our employee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

**Business Conduct:** Our basic premise in conduct of business: employee should do nothing that might discredit or embarrass the Company, its clients, or themselves as employee of the Company. All Think & Learn Pvt. Ltd., employees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Employment with Think & Learn Pvt Ltd is governed by the organisation employment policies as applicable, including satisfactory information from background checks post Joining.

## **Annexure B**

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Degree Certificate (Provisional Certificate/Course Completion Certificate for Trainees)
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' payslip(Only for experienced candidate)

*This is system generated offer letter and does not require authorised signature.*



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Srilakshmi B A,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
5. **Intellectual Property Rights:** The Company will retain ownership of all intellectual properties generated during the course of your employment as part of your duties or associated responsibilities. All intellectual property rights on all 'works' (as per Copyright Act, 1957 and subsequent amendments) generated or modified by you individually or as part of a team during the course of your employment and as part of your employment will be wholly vested in the company. By this contract you have also undertaken to sign any associated documents to further confirm the above ownership. Unless permitted by an explicit agreement you are also bound to keep such matters confidential and shall use such 'work for the sole benefit of the Company as required by your employment.
6. **Non-Disclosure:** You shall not at any time disclose to anyone any information, technical know-how, security arrangements, administration, knowledge, secrets, methods, plan, process etc., pertaining to the company which may be your personal privilege to know by being in the employment of the company.
7. **Termination/Resignation:** The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances. In the event of resignation of your employment with the Company, you be will required to give a minimum of two-month notice, to enable smooth transition.

We request you to return a duplicate copy of this letter, duly signed by you, to indicate the acceptance of the terms & conditions mentioned above.



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

***Ms. Srilakshmi B A***

***Date:***





PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Sumaiya Ara Khanum,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
5. **Intellectual Property Rights:** The Company will retain ownership of all intellectual properties generated during the course of your employment as part of your duties or associated responsibilities. All intellectual property rights on all 'works' (as per Copyright Act, 1957 and subsequent amendments) generated or modified by you individually or as part of a team during the course of your employment and as part of your employment will be wholly vested in the company. By this contract you have also undertaken to sign any associated documents to further confirm the above ownership. Unless permitted by an explicit agreement you are also bound to keep such matters confidential and shall use such 'work for the sole benefit of the Company as required by your employment.
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We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

Ms. Sumaiya Ara Khanum

***Date:***



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Sumith Saurav

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
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We request you to return a duplicate copy of this letter, duly signed by you, to indicate the acceptance of the terms & conditions mentioned above.



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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

*Mr. Sumith Saurav*

***Date:***



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Swathi P,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
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We request you to return a duplicate copy of this letter, duly signed by you, to indicate the acceptance of the terms & conditions mentioned above.



PerSft Tech Private Ltd  
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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

***Ms. Swathi P***

***Date:***



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Syed Hasnain Raza,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
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We request you to return a duplicate copy of this letter, duly signed by you, to indicate the acceptance of the terms & conditions mentioned above.



PerSft Tech Private Ltd  
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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

*Mr. Syed Hasnain Raza*

***Date:***





PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Tariq Mohammed Sarfaraz,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
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We request you to return a duplicate copy of this letter, duly signed by you, to indicate the acceptance of the terms & conditions mentioned above.



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

***Mr. Tariq Mohammed Sarfaraz***

***Date:***



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

---

9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Muskan K,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
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PerSft Tech Private Ltd  
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Jubilee Hills, Road No.9

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We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

*Mr. Muskan K*

***Date:***



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Nischal Kothari M,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
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PerSft Tech Private Ltd  
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We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

*Mr. Nischal Kothari M*

***Date:***



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

---

9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Nithesh S

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
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3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
5. **Intellectual Property Rights:** The Company will retain ownership of all intellectual properties generated during the course of your employment as part of your duties or associated responsibilities. All intellectual property rights on all 'works' (as per Copyright Act, 1957 and subsequent amendments) generated or modified by you individually or as part of a team during the course of your employment and as part of your employment will be wholly vested in the company. By this contract you have also undertaken to sign any associated documents to further confirm the above ownership. Unless permitted by an explicit agreement you are also bound to keep such matters confidential and shall use such 'work for the sole benefit of the Company as required by your employment.
6. **Non-Disclosure:** You shall not at any time disclose to anyone any information, technical know-how, security arrangements, administration, knowledge, secrets, methods, plan, process etc., pertaining to the company which may be your personal privilege to know by being in the employment of the company.
7. **Termination/Resignation:** The Company reserves the right to relieve you from your services in case of business slowdown or if the company decides to downsize work force due to unforeseen circumstances. In the event of resignation of your employment with the Company, you be will required to give a minimum of two-month notice, to enable smooth transition.

We request you to return a duplicate copy of this letter, duly signed by you, to indicate the acceptance of the terms & conditions mentioned above.



PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

*Mr. Nithesh S*

***Date:***





PerSft Tech Private Ltd  
The Network Building, Behind TV5 News,  
Jubilee Hills, Road No.9

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9<sup>th</sup> NOV 2020  
Hyderabad.

Dear Pallavi K R,

We are pleased to extend a formal offer to you for the position of **Full Stack Developer** at Per Sft Tech Pvt. Ltd., based on agreement of the following terms of employment.

1. **Compensation:** We are pleased to offer you a fixed compensation package of **Rs 4,50,000/- (Rupees Four Lakh fifty thousand only)** per annum, subject to tax deductions as required by law.
2. **Date of Joining:** You are requested to report to the office of Per Sft Tech Pvt. Ltd **Hyderabad** on or before **23<sup>rd</sup> Dec 2020**.
3. **Duties:** You are required to devote your professional time, attention and energy to your roles & responsibilities and not, directly or indirectly, to consult with, advice, work for or have any interest in any competing business or pursuit during your employment with Per Sft Tech Pvt. Ltd., Ltd., Hyderabad.
4. **Conflicts of Interest:** Your position is a full-time employment with the Company and you will devote your entire time and attention to the activities of the Company's business entrusted to you and will not undertake any other work for remuneration (part-time or otherwise) or work in advisory capacity or be interested directly or indirectly the Company without the prior written permission of the Managing Director of the Company.
5. **Intellectual Property Rights:** The Company will retain ownership of all intellectual properties generated during the course of your employment as part of your duties or associated responsibilities. All intellectual property rights on all 'works' (as per Copyright Act, 1957 and subsequent amendments) generated or modified by you individually or as part of a team during the course of your employment and as part of your employment will be wholly vested in the company. By this contract you have also undertaken to sign any associated documents to further confirm the above ownership. Unless permitted by an explicit agreement you are also bound to keep such matters confidential and shall use such 'work for the sole benefit of the Company as required by your employment.
6. **Non-Disclosure:** You shall not at any time disclose to anyone any information, technical know-how, security arrangements, administration, knowledge, secrets, methods, plan, process etc., pertaining to the company which may be your personal privilege to know by being in the employment of the company.
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PerSft Tech Private Ltd  
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***Please note that this offer is a confidential communication between Per Sft Tech Pvt. Ltd., and you.***

We welcome you to Per Sft Tech Pvt. Ltd and look forward to your contributions in growing the business, together!

Sincerely,

For Per Sft Tech Pvt. Ltd,

**Nihar Neela**  
CEO

This is to certify that I have read the ***Offer letter*** and have understood terms and conditions mentioned therein and I hereby accept and agree to abide by them:

***Accepted by:***

***Mr. Pallavi K R***

***Date:***

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear MADHUSUDHAN M**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be INR ₹ **25,833/- per month**. This brings your total compensation to INR **3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

**Allowances and Perquisites**

Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
MADHUSUDHAN M  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
A.	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
B.	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
C.	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear MALA S**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

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Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

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Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
MALA S  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

---

**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
A.	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
B.	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
C	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear N JAIPRIYA**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be **INR ₹ 25,833/- per month**. This brings your total compensation to **INR 3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

**Allowances and Perquisites**

Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

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We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
N JAIPRIYA  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

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**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear NIMISHA PRASAD**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be INR ₹ **25,833/- per month**. This brings your total compensation to INR **3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

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Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
NIMISHA PRASAD  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
A.	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
B.	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
C	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**  
**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
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**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear PRADEEPA**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

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We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
PRADEEPA  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

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2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

---

**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
A.	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
B.	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
C.	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear PRAVEEN**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be INR ₹ **25,833/- per month**. This brings your total compensation to INR **3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

**Allowances and Perquisites**

Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
PRAVEEN  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

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**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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**Allowances & Other Benefits\***

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**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear PRIYANKA R**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be INR ₹ **25,833/- per month**. This brings your total compensation to INR **3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

**Allowances and Perquisites**

Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
PRIYANKA R  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
A.	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
B.	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
C.	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear RACHITHA H K**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

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We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
RACHITHA H K  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

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or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

---

**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
A.	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
B.	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
C	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear ROOPA K M**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be INR ₹ **25,833/- per month**. This brings your total compensation to INR **3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

**Allowances and Perquisites**

Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
ROOPA K M  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

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**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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<b>Cost to Company(CTC)</b>		<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
<b>Standard Deduction:</b>			
C.	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
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	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
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	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
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**Annexure 2:**

**Insurance Benefits\***

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**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear SAQIBA TABASSUM**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

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You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

### Termination of Employment

You acknowledge and agree that your employment with BETSOL is subject to applicable law and the then applicable BETSOL's policies and procedures. Your employment may be terminated by the Company giving you 4 weeks written notice or by you giving 2 months written notice to BETSOL (applicable also during probation period). BETSOL reserves the right to pay you the salary (Monthly Gross Salary) in lieu of the said notice period. Here, the salary in reference shall mean monthly compensation.

If the employee has accepted a joining bonus from the company & submits the resignation before completing 12 months from the date of joining, the employee will be obligated to repay the joining bonus to the company.

In consideration of the training and enhancement of skill sets that the Employee will receive from the Company, the Employee agrees to serve in the employment of the Company for a minimum period of twelve (12) months (the "Minimum Term") from the date of the Employee reporting for work with the Company.

In the light of the loss that the Company will suffer if the Employee does not serve the Minimum Term, the Employee will be obligated to pay a sum of penalty (up to ₹ 2,00,000 – Two Lakh Rupees) to the Company in lieu of recovering a percentage of the loss incurred by the Company.

Upon receipt of any notice of termination (i.e. resignation letter) from you, BETSOL may in its sole discretion relieve you of your duties before the expiry of the notice period by paying you the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period. Further, BETSOL may (but is not obliged to) relieve you of your duties before the expiry of the notice period if you request to be so relieved and BETSOL agrees in its sole discretion to do so, subject always to your payment to BETSOL of an amount equivalent to the applicable pro-rated salary (Monthly Gross Salary) in lieu of the outstanding notice period.

Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

Confidentiality Agreement

It is critical that BETSOL take steps to protect its business interest. This includes but not limited to intellectual property and confidential information and protection from competitors. Accordingly, you are required to sign the attached "Employee Agreement Regarding Intellectual Property, Confidential Information and Non- Competition". You may also be required to enter into further Confidentiality Agreements with the Company, as BETSOL may reasonably require.

Exclusive Employment

During the Employment Period, the Employee shall work exclusively for the Company and shall:

- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
- (iii) and not join employment with any of the Company's clients or customers or any other entity.

Others

You will be required at all times to comply with any and all instructions and regulations of BETSOL and that you will be personally liable for any loss caused to BETSOL by any illegal or dishonest conduct by you.

Payments and benefits under these plans and programs, as well as other payments referred to in this letter and attached documents, may be subject to India Salaries Tax. BETSOL reserves the right to discontinue or modify the compensation, incentive, benefit, perquisite plans, programs, or practices. Moreover, the very brief summaries contained herein are subject to the terms of such plans, programs and practices.

You will keep the management informed of any change in your residential address. In case of your inability to do so, any communication sent at the e-mail address available to the management will be deemed to have been served to you.

BETSOL shall have the right to assign this Agreement to any of its subsidiaries or affiliated companies.

We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
SAQIBA TABASSUM  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

I further understand and agree that the decision whether or not to commercialize or market any Intellectual Property developed by me solely or jointly with others is within BETSOL's sole benefit and that no payment will be due to me as a result of BETSOL's efforts to commercialize or market such Intellectual Property.

2. I will promptly disclose all Intellectual Property to BETSOL and without charge to BETSOL but at its expense, execute a specific assignment of title to BETSOL and do anything else reasonably necessary to enable BETSOL to secure a patent, copyright, or other form of protection for said Intellectual Property anywhere in the world.

3. I further agree that I will keep in confidence and will not, except as required in the conduct of BETSOL's business or as authorized in writing on behalf of BETSOL, publish, disclose, or use, during and after the period of my employment, any private or proprietary information which I may in any way acquire, learn, develop, or create by reason of my employment.

I further agree that I will not without the prior written consent of BETSOL, both during and for a period of three (3) months after termination for any reason of my employment with BETSOL, on behalf of any competitor of BETSOL:

- render any services relating to strategic planning, research and development, manufacturing, marketing, or selling with respect to any product, process, material or service which resembles, competes with, or is the same as a product, process, material or service of BETSOL about which I gained any proprietary or confidential information or on which I worked during the three (3) years prior to the termination of my employment, or
- render information about any customer of BETSOL about whom I gained any proprietary or confidential knowledge or with whom I worked during the three (3) years prior to the termination of my employment;

4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

5. On or prior to termination of my BETSOL employment, or at any time upon the specific request of BETSOL, I will return to BETSOL (and will not keep in my possession, recreate or deliver to anyone else) all (i) private, proprietary or confidential property or materials (in any form, including tangible or electronic) furnished to

or obtained by me in the course of my employment, and (ii) embodiments of Work Product and Inventions. I further agree that upon termination of employment with BETSOL, I will immediately inform BETSOL of the identity of my new employer (or the nature of self-employment) and of my new title and job responsibilities, and hereby authorize BETSOL to provide a copy of this Agreement to any new employer. Further I will provide such information as BETSOL may request to determine my compliance with the terms of this Agreement;

6. BETSOL is extremely mindful of the critical nature of third party proprietary information. Accordingly, I hereby represent that, during the course of my employment, I will not bring any such materials to BETSOL or expose any BETSOL employees to any such materials including, but not limited to, trade secrets, price lists, non-public organizational charts, pricing information, marketing plans, competitive analyses, and customer lists. Under no circumstances may any such information be used to further BETSOL in the marketplace. Additionally, any valid restrictions, covenants, or confidentiality agreements which I have previously agreed upon with former employers, must be adhered to in the course of my employment with BETSOL to the extent enforceable based on applicable law. To that end, I acknowledge that BETSOL has not, and will not, require, request, or induce me to violate the confidential interest of any third parties, including BETSOL's competition. In the event of any breach of this provision, I agree to indemnify & hold BETSOL harmless for any claims, actions, suits or proceedings arising thereto.

I further agree that I will not incorporate, or permit to be incorporated, any Prior Invention owned by me or in which I have an interest into an BETSOL product, process or machine without BETSOL's prior written consent. Notwithstanding the foregoing sentence, if, in the course of my employment with BETSOL, I incorporate into an BETSOL product, process or machine (a "Prior Invention") owned by me or in which I have an interest, BETSOL is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

7. I acknowledge that my breach of the obligations under this Agreement cannot be reasonably or adequately compensated in damages in an action at law. Accordingly, I agree that if I breach any of these covenants, BETSOL will have available, in addition to any other right or remedy available, the right to obtain an injunction from a court of competent jurisdiction restraining such breach or threatened breach and to specific performance of any such provision of this Agreement. I further agree that no bond or other security shall be required in obtaining such equitable relief and I hereby consent to the issuance of such injunction and to the ordering of specific performance.

8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
A.	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
B.	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
C	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**

**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*

**PRIVATE & CONFIDENTIAL**

30<sup>th</sup> August 2021

BETSOL  
Bengaluru, India

**Dear SHASHANK B R**

**Address:** #34/A 1st B main 2nd  
cross, Vivekananda Nagar,  
Bangalore.

**Email:** [placements@cityengineeringcollege.ac.in](mailto:placements@cityengineeringcollege.ac.in)

**EMPLOYMENT AGREEMENT**

We are pleased to offer you employment as **Associate Technical Support Engineer** with BETSOL or any of its affiliates (including BETSOL LLC.) (Hereinafter referred to as "BETSOL") commencing on or before **Wednesday, 15<sup>th</sup> September 2021**. The terms and conditions of employment are as follows:

**Compensation**

Your Cost to BETSOL will be INR ₹ **25,833/- per month**. This brings your total compensation to INR **3,10,000/- per annum**. Your total compensation will comprise of annual base salary, flexible benefits, bonus, gratuity and provident fund.

**Note:** Your employment with BETSOL is contingent on passing a pre-employment background check.

**Allowances and Perquisites**

Other monthly/annual allowances, reimbursements, benefits and perquisites applicable to you are described in the annexure to this letter. Detailed policies/procedures/rules and regulations governing the monthly/annual allowances, reimbursements, benefits and perquisites will be given to you in the employee handbook on the day of joining.

**Annual Leave Entitlement**

You will be entitled to 15 working days of Earned leave each year of service in addition to the 5 Restricted holidays and 9 Sick/Casual leaves. New employees are entitled to annual leave calculated on a pro-rated basis from the commencement date to the end of the fiscal year.

BETSOL shall, during the term of this Agreement, provide Employee with benefits and such benefits plan may be changed from time to time by BETSOL in accordance with standard health and welfare benefit policies.

**Personal income Taxes**

All your personal income taxes will be your personal responsibility irrespective of your citizenship. If you possess citizenship or permanent residency outside India, you will be responsible for all tax liability including those outside India.

**Retirement Age**

You shall be retired from the services of the Company on attaining the age of sixty (60) years and shall not have any claim to be continued in service thereafter. The actual date of retirement shall be the last working day of the calendar month in which your sixtieth birthday falls.

### Probation

You will be on probation for a period of six months from the date of your joining. The six months of probationary period provides the Company an opportunity to observe and evaluate your performance and conduct.

During this probationary period, the Company may terminate employment immediately, with or without cause and with or without notice. This six months of probationary period is not a term of employment and is not intended, nor does it, impact the at will nature of the relationship between the Company and the employee.

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Upon termination of employment with BETSOL, and regardless of the reason for such termination, you will promptly return to, or leave with BETSOL all documents, records, notebooks, computers, laptops, phones, sim cards, headsets, data cards, disks or other equipment or materials, including all copies, in your possession or control which contain any Confidential Information or any other information concerning BETSOL or any of its affiliates, or any of their respective products, intellectual property, services or clients.

In the event of termination, BETSOL reserves the right to recover from you or withhold any amount payable to you at the time of such termination or subsequently, any monies paid to you in advance by BETSOL or otherwise paid by BETSOL towards, including but not limited to, statutory charges including tax and expenses relating to relocation, travel, visas, immigration and attorneys' fees, recruitment fees, education incurred in connection with your employment and training by BETSOL.

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- (i) not accept executive responsibility, or any directorship, partnership or similar position in any other company / entity; and
- (ii) not indulge, carry on, participate and / or be involved in any business or activity either directly or indirectly, through any other entity, which will, in any manner, be in competition with the business, products or services marketed or provided by the Company.
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We would appreciate if you will confirm acceptance of this offer by signing and returning to us the duplicate copy of this letter and the "Employee Agreement Regarding Intellectual Property, Confidential Information and Non-Competition" within 2 business days, failure of which may be treated as your decline of our offer.

We welcome you to BETSOL and wish you a rewarding career.

On behalf of  
BETSOL

I agree and accept the offer on  
the above terms and conditions

*Neha Sawant*

\_\_\_\_\_  
Neha Sawant  
HR Specialist, BETSOL

\_\_\_\_\_  
SHASHANK B R  
ID No. / Passport No.: Encl.

**Employee Agreement Regarding Intellectual Property,  
Confidential Information and Non-Competition**

IN CONSIDERATION of my employment by BETSOL or any of its affiliates (including BETSOL LLC) (hereinafter "BETSOL"), and my continued employment during such time as may be mutually agreeable, and of the opportunity to receive BETSOL private or proprietary information, and other good and valuable consideration:

1. I hereby assign to BETSOL or its designee all my rights, titles and interest in and to all "Intellectual Property", as defined below, made, created, developed, written or conceived by me during the period of such employment, whether during or outside of regular working hours, either solely or jointly with another, either in the course of such employment, or relating to the actual or anticipated business or research or development of BETSOL, or with the use of BETSOL's time, material, private or proprietary information, or facilities. As used in this Agreement, Intellectual Property means all (i) tangible and intangible work products, inventions, discoveries, designs, improvements, ideas, know-how, computer or other programs and related documentation, works of authorship, and business relationships and goodwill generated by me ("Work Product and Inventions"); and (ii) patents, copyrights, trademarks, trade secrets and other proprietary rights arising out of or related to the Work Product and Inventions.

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4. During my employment with BETSOL and for a period of one year thereafter, I will not hire any employees of BETSOL and I will not, directly or indirectly, solicit, induce, recruit or encourage any BETSOL Employees to terminate their employment with BETSOL, except as may be required in the performance of my duties for BETSOL;

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8. If one of the provisions in this Agreement is determined, for any reason, to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision of this Agreement and the remaining provisions shall continue with full force and effect. Also, if one or more provision of this Agreement shall be determined by any court to be too broad as to time, duration, geographical scope, activity, or subject, it will be construed by limiting and reducing it so as to be enforceable to the extent compatible with the applicable law.

9. This Agreement is binding upon my heirs, executors, administrators and other legal representatives and inures to the benefit of BETSOL, its successors and assigns. As between me and BETSOL, only BETSOL may assign its rights or obligations under this Agreement. All amendments must be in writing and signed by BETSOL and me.

10. I further agree that this Agreement does not constitute a contract of employment and that this Agreement does not constitute an offer or assurance of employment or any other affiliation with BETSOL, and I understand that, unless I have a separate written agreement providing otherwise, my employment is at will and either BETSOL or I can terminate my employment at any time for any reason.

**Employee's Signature**

**Employee's Name (Print)**

**ID/Passport No.**

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**Annexure 1:**

<b>Salary Break Up</b>			
	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
	Basic (i)(40% of CTC)	₹ 10,333	₹ 1,24,000
A.	Basket of Allowances (BOA)(ii)	₹ 12,513	₹ 1,50,156
	Base Salary(iii)=(i+ii) - Gross pay	₹ 22,846	₹ 2,74,156
	Provident Fund Employer's Contribution(12% of Basic) (iv)	₹ 1,240	₹ 14,880
B.	Gratuity (4.81% of Basic) (v)	₹ 497	₹ 5,964
	Medical Insurance Premium (vi)	₹ 1,250	₹ 15,000
	Retirals(iv)+(v)+(vi)	₹ 2,987	₹ 35,844
	<b>Cost to Company(CTC)</b>	<b>₹ 25,833</b>	<b>₹ 3,10,000</b>
	<b>Standard Deduction:</b>		
	Provident Fund Employee Contribution(12% of Basic)	₹ 1,240	₹ 14,880
C	Professional Tax	₹ 200	₹ 2,400
	Income Tax (as applicable)	₹ 0	₹ 0
	<b>Total Standard Deduction</b>	<b>₹ 1,440</b>	<b>₹ 17,280</b>

	<b>Basket of Allowances (BOA)(ii):</b>	<b>Per Month</b>	<b>Per Annum</b>
	HRA(40% of Basic)	₹ 4,133	₹ 49,600
	LTA (10% of Basic)	₹ 1,033	₹ 12,400
	Statutory Bonus	₹ 1,250	₹ 15,000
	Special Allowance	₹ 6,096	₹ 73,156
	<b>Total</b>	<b>₹ 12,513</b>	<b>₹ 1,50,156</b>

	<b>Flexible Benefit Plan:</b>	<b>Per Month</b>	<b>Per Annum</b>
	Telephone +Mobile + Internet	₹ 2,500	₹ 30,000
	Meal card (Max of Rs.1100 or Rs.2200)	₹ 2,200	₹ 26,400
	Professional Development Expenses	₹ 16,667	₹ 2,00,000
	<b>Total</b>	<b>₹ 21,367</b>	<b>₹ 2,56,400</b>



<b>Deductible Components</b>	<b>Amount</b>	<b>Comments</b>
	<b>Per Month</b>	
(PF) Employer Contribution	₹ 1,240	Not shown in payslip
(PF) Employee Contribution	₹ 1,240	Displayed in payslip
Gratuity	₹ 497	Not shown in payslip
Medical Insurance premium	₹ 1,250	Displayed in payslip
Professional Tax	₹ 200	Displayed in payslip
<b>Total Deduction (excluding tax)</b>	<b>₹ 4,427</b>	
<b>Total Cost to Company (TCTC)</b>	<b>₹ 25,833</b>	
<b>Estimated Take Home Before Tax</b>	<b>₹ 21,406</b>	

**Annexure 2:**  
**Insurance Benefits\***

<b>Insurance Cover</b>	<p><b>Hospitalization Insurance:</b> INR 200,000 family floater + option to Top up. Employee + Spouse + max of 2 children &amp; 2 parents are covered. <b>Personal Accident Insurance:</b> INR 10,00,000 from HDFC (Salary Accounts only)</p> <p><b>Parent Medical Insurance:</b> Covered under Hospitalization Insurance.</p> <p><b>Catastrophic Medical Assistance Program:</b> Reimbursement of upto INR 2,00,000: Reasonable expenses of catastrophic illnesses like heart attack, cancer etc.</p> <p><b>Maternity Benefits:</b> Coverage up to INR 50,000 (Normal) and INR 50,000 (Caesarean).</p>
<b>ESIC</b>	Employee drawing upto ₹ 21,000/- per month wages will be covered under Employee State Insurance Act, 1948 (ESIC)

**Retirement Planning Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Provident Fund &amp; Voluntary Provident Fund (PF &amp; VPF)</b>	12% of basic contributed by both employer & employee towards PF will be deducted from Cost to Company. Optional employee contribution upto 88% of basic towards VPF.	Systematic savings, assured returns and opportunity to save tax within Sec 80C
<b>Gratuity</b>	4.81% of Basic salary as per the Payment of Gratuity Act 1972. Eligible after 5 years of employment	No tax on gratuity of up to INR 20,00,000

**Allowances & Other Benefits\***

	<b>Contribution</b>	<b>Benefit</b>
<b>Leave Travel Allowance (LTA)</b>	10% of Basic salary, availed twice during a 4-calendar year period.	Tax benefit
<b>House Rent Allowance (HRA)</b>	40% of Basic salary	Tax benefit
<b>Statutory Bonus</b>	Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance. Statutory bonus is applicable to employees whose basic salary is less than Rs.21000/- per month.	NA

*\*The above limits are as per the current employee policy and are subject to change from time to time. For more details please refer to the policies detailed in Employee Hand Book.*



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Ikraam Siddiqui,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

Training Period:

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

Remuneration:

During the first year of training, you will be paid a consolidated remuneration of ₹ 4,00,000 (Rupees Four Lacs only) per annum on cost to company basis excluding premium cost of Insurance Plan. The break-up of your remuneration is presented to you in the attached sheet. If you do not complete the training satisfactorily, the retention amount will stand forfeited.

General:

Your initial place of working shall be at Bangalore office however, based on business imperatives, your location may be changed from one place to another anywhere in India and/or from one office to another either existing or that may be set up in future.

1. You shall undertake not to divulge, disclose any technical data, know-how or special information which comes into your possession or knowledge, whether directly or incidentally while imparting the necessary training to you and the same shall be kept in strict confidence and secrecy by you solely for the use of the Company. After completion of the training period, you shall not put such technical data, know-how or special information to any commercial use whether by yourself or on behalf of any other person or body corporate whether for reward or otherwise. You shall be required to sign a 'Non-Disclosure Agreement'.

IKRAAM SIDDIQUI

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Mohammed Abrar,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

Training Period:

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

Remuneration:

During the first year of training, you will be paid a consolidated remuneration of ₹ 4,00,000 (Rupees Four Lacs only) per annum on cost to company basis excluding premium cost of Insurance Plan. The break-up of your remuneration is presented to you in the attached sheet. If you do not complete the training satisfactorily, the retention amount will stand forfeited.

General:

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MOHAMMED ABRAR

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Prajwal Y S,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

**Remuneration:**

During the first year of training, you will be paid a consolidated remuneration of ₹ 4,00,000 (Rupees Four Lacs only) per annum on cost to company basis excluding premium cost of Insurance Plan. The break-up of your remuneration is presented to you in the attached sheet. If you do not complete the training satisfactorily, the retention amount will stand forfeited.

**General:**

Your initial place of working shall be at Bangalore office however, based on business imperatives, your location may be changed from one place to another anywhere in India and/or from one office to another either existing or that may be set up in future.

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PRAJWAL Y S

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Bhanu Prakash B J,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

**Remuneration:**

During the first year of training, you will be paid a consolidated remuneration of ₹ 4,00,000 (Rupees Four Lacs only) per annum on cost to company basis excluding premium cost of Insurance Plan. The break-up of your remuneration is presented to you in the attached sheet. If you do not complete the training satisfactorily, the retention amount will stand forfeited.

**General:**

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BHANU PRAKASH B J

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Chetan Gaddi,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

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CHETAN GADDI

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Kiran E,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

**Remuneration:**

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KIRAN E

13.01.21





13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Vinaykumar H S,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

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VINAYKUMAR H S

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Kishore Gowda D K,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

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KISHORE GOWDA D K

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Shakir Ahmad Ganai,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

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SHAKIR AHMAD GANAI

13.01.21



13<sup>th</sup> January 2021

Re: Appointment as Trainee

Dear Girishreddy S A,

We refer to your application and the subsequent interviews had with us and are pleased to appoint you as '**Trainee**' w. e. f. 16<sup>th</sup> January 2021, under the following terms and conditions.

**Training Period:**

Your training period shall be of 1 (One) year and shall commence from 16th January 2021 and may be curtailed/terminated at the sole discretion of the Company without assigning any reasons or compensation in lieu thereof. Upon completion of training period satisfactorily, you shall be absorbed as 'Associate Consultant' and your compensation shall be revised in conjunction with your performance during the training period and prevailing market conditions.

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GIRISHREDDY S A

13.01.21