



**DAYANANDA SAGAR COLLEGE OF ARTS  
SCIENCE & COMMERCE**  
Affiliated to Bangalore University



Shavige Malleshwara Hills, Kumaraswamy Layout, Bangalore, Karnataka, India, Pin Code : 560111  
Phone : +91 8042161762 / 26661104 Fax: 26660789,  
Website : <https://dscasc.edu.in/>

## **CRITERION V**

### **STUDENT SUPPORT & PROGRESSION**

#### **5.2: Student Progression**

#### **OFFER LETTERS**

**2021-22**



22

The logo for Utopia, featuring the word "utopia" in a lowercase, sans-serif font. To the right of the text is a circular graphic element consisting of a solid grey dot and a larger, lighter grey circle around it, with a thin line connecting them.

A PROMETHEUS GROUP COMPANY

Date: September 05, 2022

To Whom It May Concern:

This is to certify that **Saurav Bhartia** (USN - 19CQSAC024), is currently working on the project entitled **Spectrum Project** at **Utopia India Pvt. Ltd., Bangalore** under my guidance starting from May 02, 2022.

For and on behalf of Utopia India Pvt. Ltd.

By: Vijith Unnithan

Vijith Unnithan  
Senior Manager - Delivery

Utopia India Pvt. Ltd. (A Prometheus Group Company) | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden,  
Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100



## Employment Agreement

This Employment Agreement (the "Agreement") is made and entered into as of April 08, 2022, by and between Syed Jamal (the "Employee") residing at 807, 7th Main Rajendranagar, Koramangala Bangalore - 560047 and Utopia India Pvt. Ltd, (the "Company") office at 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095.

NOW, THEREFORE, the parties agree as follows:

1. Term and Nature of Employment. Subject to any background and reference checks in progress, revealing no material impropriety or unsuitability for employment at the Company, the Employee's terms and nature of employment, including but not limited to start date of employment, position, compensation, benefits eligibility, reporting structure and place of performance, are set forth in Schedule A, and will continue until terminated in accordance with this contract and the Employee Handbook. This agreement and the employee handbook contain terms and conditions of service governing this appointment which are subject to change from time to time.
2. Probation. The first ninety (90) days of employment shall constitute a probationary period during which period the Employer will closely monitor the performance of the Employee. Upon successful completion of the appraisal of the potential long term employee's performance, a decision will be taken related to the continued employment of the Employee. Alternatively, the Company may at its sole discretion and only if expressly provided for in writing, extend the probation period for a further period of three months.
3. Termination of Employment.
  - a. The employment shall be terminated with immediate effect and no prior notice shall be given where the Employment is terminated for cause or as listed under Section 3c. Notwithstanding the above, the Company and Employee shall provide written notice as stated in Schedule A. The Company reserves the option of paying the Employee in lieu of part or all of the Employee's Notice period.
  - b. Sections 4 to 8 of this contract will survive the termination and/or resignation of the Employment with the Company.
  - c. Notwithstanding anything mentioned in this Contract, the Company may terminate the Employment with immediate effect due to cause and also if the Employee:
    - i. Commits a material breach of this Agreement or the Policies and Procedures or other documents of the Company;
    - ii. Is guilty of any misconduct (including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation



Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095



A PROMETHEUS GROUP COMPANY

- or misuse by the Employee of the Company's property) or willful neglect in performing the duties;
- iii. Fails to comply with any reasonable directions of the Company;
  - iv. Is convicted of a criminal offense which, in the Company's reasonable opinion, affects the Employee's position as an employee of the Company or is convicted of a crime involving moral turpitude;
  - v. Is absent without permission or authority from the place of work;
  - vi. Acted unreasonably which reflects unfavorably on the Company or any Affiliate or;
  - vii. Conducts himself/herself in an unethical, illegal or otherwise any manner which has an adverse effect on the name or public image of the Company or its affiliates.
- d. The Company may elect to suspend the Employment in any circumstances, including where it is carrying out an investigation (regardless of whether the investigation relates to the Employee's behavior or conduct). The Company will provide the Employee with the Employee's normal pay during any period of suspension.
- e. The Employment Term and the Employee's employment hereunder may be terminated by either the Company or the Employee at any time and for any reason; provided that, unless otherwise provided herein, Employee shall be required to give the Employer advance written notice of any termination of the Employee's employment as required under Schedule A. Upon termination of the Employee's employment during the Employment Term, the Employee shall be entitled to the compensation and benefits described in Schedule A and shall have no further rights to any compensation or any other benefits from the Company or any of its affiliates.
4. Confidential Information. The Employee understands and acknowledges that during the Employment Term, he/she will have access to and learn about Confidential Information, as defined below.

#### 4.1 Confidential Information Defined.

##### (a) Definition.

For purposes of this Agreement, "**Confidential Information**" includes, but is not limited to, all information not generally known to the public, in spoken, printed, electronic or any other form or medium, relating directly or indirectly to: business processes, practices, methods, policies, plans, publications, documents, research, operations, services, strategies, techniques, agreements, contracts, terms of agreements, transactions, potential transactions, negotiations, pending negotiations, know-how, trade secrets, computer programs, computer software, applications, operating systems, software design, web design, work-in-process, databases, manuals, records, articles, systems, material, sources of material, supplier information, vendor information, financial information, results, accounting information, accounting records, legal information, marketing information, advertising information, pricing information, credit information, design information, payroll information, staffing information, personnel information, employee lists,



then, such disclosure shall be made only within the limits and to the extent of such duties or consent). Nothing herein shall be construed to prevent disclosure of Confidential Information as may be required by applicable law or regulation, or pursuant to the valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation or order. The Employee shall promptly provide written notice to the Company.

The Employee understands and acknowledges that his/her obligations under this Agreement with regard to any particular Confidential Information shall commence immediately upon the Employee first having access to such Confidential Information (whether before or after he/she begins employment by the Company) and shall continue during and after his/her employment by the Company until such time as such Confidential Information has become public knowledge other than as a result of the Employee's breach of this Agreement or breach by those acting in concert with the Employee or on the Employee's behalf.

5. **Restrictive Covenants.** The employee shall not either directly or indirectly interfere with or disrupt or attempt to disrupt the relationship (whether contractual or otherwise) between the Company and any Client, Candidate, or supplier of the Company, with whom you had dealings or performed work during your tenure with the Company. The Employee shall not, except with the written consent of the Company, be engaged as a director, partner, owner, principal, agent, representative, shareholder, financier or employee, in any business or entity that Competes (or proposes to Compete) with the business of the Company during the employment with the Company.

5.1 **Non-competition.** Because of the Company's legitimate business interest as described herein and the good and valuable consideration offered to the Employee, during the Employment Term and for a period of Twelve (12) months thereafter, to run consecutively, beginning on the last day of the Employee's employment with the Company, the Employee agrees and covenants not to engage in Prohibited Activity within the Data Services and Product Industry with reference to SAP systems.

5.2 **"Prohibited Activity"** is activity in which the Employee contributes knowledge, directly or indirectly, in whole or in part, as an employee, employer, owner, operator, manager, advisor, consultant, agent, employee, partner, director, stockholder, officer, volunteer, intern or any other similar capacity to an entity engaged in the same or similar business as the Company, including those engaged in the business of Data Migration, Master Data Governance, Enterprise Asset Management and Utopia's proprietary software or products. More specifically, the prohibited activity relates to products or services that were offered or in the initial development phase by the company during your employment. Prohibited Activity also includes activity that may require or inevitably requires disclosure of trade secrets, proprietary information or Confidential Information.

5.3 **Non-solicitation of Employees.** The Employee agrees and covenants not to directly or indirectly solicit, hire, recruit, attempt to hire or recruit, or induce the termination of employment of any employee of the Company during the Employment term and for a period





supplier lists, vendor lists, developments, reports, internal controls, security procedures, graphics, drawings, sketches, market studies, sales information, revenue, costs, formulae, notes, communications, algorithms, product plans, designs styles, models, ideas, inventions, unpublished patent applications, original works of authorship, discoveries, specifications, customer information, customer lists, client information, client lists, manufacturing information, factory lists, distributor lists, and buyer lists of the Company or its businesses or any existing or prospective customer, supplier, investor or other associated third party, or of any other person or entity that has entrusted information to the Company in confidence.

The Employee understands that the above list is not exhaustive, and that Confidential Information also includes other information that is marked or otherwise identified as confidential or proprietary, or that would otherwise appear to a reasonable person to be confidential or proprietary in the context and circumstances in which the information is known or used.

The Employee understands and agrees that Confidential Information includes information developed by him/her in the course of his/her employment by the Company as if the Company furnished the same Confidential Information to the Employee in the first instance. Confidential Information shall not include information that is generally available to and known by the public at the time of disclosure to the Employee; provided that, such disclosure is through no direct or indirect fault of the Employee or person(s) acting on the Employee's behalf.

(b) Company Creation and Use of Confidential Information.

The Employee understands and acknowledges that the Company has invested, and continues to invest, substantial time, money and specialized knowledge into developing its resources, creating a customer base, generating customer and potential customer lists, training its employees, and improving its offerings in the field of Data Products and Services. The Employee understands and acknowledges that as a result of these efforts, the Company has created, and continues to use and create Confidential Information. This Confidential Information provides the Company with a competitive advantage over others in the marketplace.

(c) Disclosure and Use Restrictions.

The Employee agrees and covenants: (i) to treat all Confidential Information as strictly confidential; (ii) not to directly or indirectly disclose, publish, communicate or make available Confidential Information, or allow it to be disclosed, published, communicated or made available, in whole or part, to any entity or person whatsoever (including other employees of the Company) not having a need to know and authority to know and use the Confidential Information in connection with the business of the Company and, in any event, not to anyone outside of the direct employ of the Company except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of the CEO acting on behalf of the Company in each instance (and then, such disclosure shall be made only within the limits and to the extent of such duties or consent); and (iii) not to access or use any Confidential Information, and not to copy any documents, records, files, media or other resources containing any Confidential Information, or remove any such documents, records, files, media or other resources from the premises or control of the Company, except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of CEO acting on behalf of the Company in each instance (and



of Twelve (12) Months, to run consecutively, beginning on the last day of the Employee's employment with the Company.

5.4 Non-solicitation of Customers. The Employee understands and acknowledges that because of the Employee's experience with and relationship to the Company, he/she will have access to and learn about much or all of the Company's customer information. "Customer Information" includes, but is not limited to, names, phone numbers, addresses, e-mail addresses, order history, order preferences, chain of command, pricing information and other information identifying facts and circumstances specific to the customer and relevant to sales/services.

The Employee understands and acknowledges that loss of this customer relationship and/or goodwill will cause significant and irreparable harm.

The Employee agrees and covenants, during the Employment term and for a period of Twelve (12) Months to run consecutively, beginning on the last day of the Employee's employment with the Company, not to directly or indirectly solicit, contact (including but not limited to e-mail, regular mail, express mail, telephone, fax, and instant message), attempt to contact or meet with the Company's current, former or prospective customers for purposes of offering or accepting goods or services similar to or competitive with those offered by the Company.

6. Remedies. Any dispute, controversy or claim arising out of or related to this Agreement or any breach of this Agreement shall be submitted to and decided by documents only binding arbitration in Bangalore, India by one (1) arbitrator in the English language in accordance with the rules and regulations of the (Indian) Arbitration and Conciliation Act, 1996 and shall be conducted consistent with the rules, regulations and requirements thereof as well as any requirements imposed by state law. Any arbitral award determination shall be final and binding upon the Parties. Without limiting the Company's remedies, the Company may obtain an injunction to restrain any breach (or anticipated breach) of this contract by the Employee.

#### 7. Proprietary Rights.

Work Product. The Employee acknowledges and agrees that all writings, works of authorship, technology, inventions, discoveries, ideas and other work product of any nature whatsoever, that are created, prepared, produced, authored, edited, amended, conceived or reduced to practice by the Employee individually or jointly with others during the period of his/her employment by the Company and relating in any way to the business or contemplated business, research or development of the Company (regardless of when or where the Work Product is prepared or whose equipment or other resources is used in preparing the same) and all printed, physical and electronic copies, all improvements, rights and claims related to the foregoing, and other tangible embodiments thereof (collectively, "Work Product"), as well as any and all rights in and to copyrights, trade secrets, trademarks (and related goodwill), patents (inclusive of patent applications, improvements thereof, any and all continuations, divisions and renewals of and substitutes for said applications, any and all Letters Patent which may be granted on or as a result thereof in the India and any and all other countries, and any re-issue or re-issues or extension or extensions of said Letters Patent) and other intellectual property rights therein arising in any jurisdiction throughout the world and all related



rights of priority under international conventions with respect thereto, including all pending and future applications and registrations therefor, and continuations, divisions, continuations-in-part, reissues, extensions and renewals thereof (collectively, "**Intellectual Property Rights**"), shall be the sole and exclusive property of the Company. During the Course of employment, the Employee must immediately disclose any Intellectual Property to the Company upon its creation.

7.1 Work Made for Hire; Assignment. The Employee acknowledges that, by reason of being employed by the Company at the relevant times, to the extent permitted by law, all of the Work Product consisting of copyrightable subject matter is "work made for hire" and such copyrights are therefore owned by the Company. To the extent that the foregoing does not apply, the Employee hereby irrevocably assigns to the Company, for no additional consideration, the Employee's entire right, title and interest in and to all Work Product and Intellectual Property Rights therein, including the right to sue, counterclaim and recover for all past, present and future infringement, misappropriation or dilution thereof, and all rights corresponding thereto throughout the world. Nothing contained in this Agreement shall be construed to reduce or limit the Company's rights, title or interest in any Work Product or Intellectual Property Rights so as to be less in any respect than that the Company would have had in the absence of this Agreement. The Employee irrevocably and unconditionally waives any applicable Moral Rights in the Works in respect of the Company or any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns and consents accordingly to any act or omission that may otherwise infringe Employee's Moral Rights in relation to all Works (as mentioned in this Section).

7.2 Further Assurances; Power of Attorney. During and after his/her employment, the Employee agrees to reasonably cooperate with the Company to (a) apply for, obtain, perfect and transfer to the Company the Work Product as well as an Intellectual Property Right in the Work Product in any jurisdiction in the world; and (b) maintain, protect and enforce the same, including, without limitation, executing and delivering to the Company any and all applications, oaths, declarations, affidavits, waivers, assignments and other documents and instruments as shall be requested by the Company. The Employee hereby irrevocably grants the Company power of attorney to execute and deliver any such documents on the Employee's behalf in [his/her] name and to do all other lawfully permitted acts to transfer the Work Product to the Company and further the transfer, issuance, prosecution and maintenance of all Intellectual Property Rights therein, to the full extent permitted by law, if the Employee does not promptly cooperate with the Company's request (without limiting the rights the Company shall have in such circumstances by operation of law). The power of attorney is coupled with an interest and shall not be effected by the Employee's subsequent incapacity.

7.3 No License. The Employee understands that this Agreement does not, and shall not be construed to, grant the Employee any license or right of any nature with respect to any Work Product or Intellectual Property Rights or any Confidential Information, materials, software or other tools made available to him/her by the Company.



7.4 **Exit Obligations.** Upon (a) voluntary or involuntary termination of the Employee's employment or (b) the Company's request at any time during the Employee's employment, the Employee shall (i) provide or return to the Company any and all Company property, documents and materials belonging to the Company and stored in any fashion, including but not limited to those that constitute or contain any Confidential Information or Work Product, that are in the possession or control of the Employee, whether they were provided to the Employee by the Company or any of its business associates or created by the Employee in connection with his/her employment by the Company; and (ii) delete or destroy all copies of any such documents and materials not returned to the Company that remain in the Employee's possession or control, including those stored on any nonCompany devices, networks, storage locations and media in the Employee's possession or control.

7.5 For purposes of this Section 7, Company shall include any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns.

7.6 The Employee agrees that the Employee's consent under this Section 7 has been freely given, without duress from the Company or any other person.

8. **Publicity.** The Employee hereby irrevocably consents to any and all uses and displays, by the Company and its agents, representatives and licensees, of the Employee's name, voice, likeness, image, appearance and biographical information in, on or in connection with any form of media throughout the world, at any time during or after the period of his/her employment by the Company, for all legitimate commercial and business purposes of the Company ("**Permitted Uses**") without further consent from or royalty, payment or other compensation to the Employee. The Employee hereby forever waives and releases the Company and its directors, officers, employees and agents from any and all claims, actions, damages, losses, costs, expenses and liability of any kind, arising under any legal or equitable theory whatsoever at any time during or after the period of his/her employment by the Company, arising directly or indirectly from the Company's and its agents', representatives' and licensees' exercise of their rights in connection with any Permitted Uses.
9. **Governing Law.** This contract is governed by and is to be construed under the governing law specified in Schedule A.
10. **Entire Agreement.** Unless specifically provided herein, this Agreement contains all of the understandings and representations between the Employee and the Company pertaining to the subject matter hereof and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter. The parties mutually agree that the Agreement can be specifically enforced in court and can be cited as evidence in legal proceedings alleging breach of the Agreement.
11. **Modification and Waiver.** This agreement may only be amended in writing signed by both parties. A party may only waive a breach of this contract in writing signed by that party or its authorized representative. A waiver is limited to the instance referred to in the writing (or if no instance is referred to in the writing, to past breaches).



12. **Severability.** Should any provision of this Agreement be held by a court of competent jurisdiction or arbitrator to be enforceable only if modified, or if any portion of this Agreement shall be held as unenforceable and thus stricken, such holding shall not affect the validity of the remainder of this Agreement, the balance of which shall continue to be binding upon the parties with any such modification to become a part hereof and treated as though originally set forth in this Agreement.

The parties further agree that any such court or arbitrator is expressly authorized to modify any such unenforceable provision of this Agreement in lieu of severing such unenforceable provision from this Agreement in its entirety, whether by rewriting the offending provision, deleting any or all of the offending provision, adding additional language to this Agreement or by making such other modifications as it deems warranted to carry out the intent and agreement of the parties as embodied herein to the maximum extent permitted by law.

The parties expressly agree that this Agreement as so modified by the court shall be binding upon and enforceable against each of them. In any event, should one or more of the provisions of this Agreement be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof, and if such provision or provisions are not modified as provided above, this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had not been set forth herein.

13. **Captions.** Captions and headings of the sections and paragraphs of this Agreement are intended solely for convenience and no provision of this Agreement is to be construed by reference to the caption or heading of any section or paragraph.
14. **Counterparts.** This Agreement may be executed in separate counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.
15. **Notification to Subsequent Employer.** When the Employee's employment with the Company terminates, the Employee agrees to notify any subsequent employer of the restrictive covenants sections contained in this Agreement. The Employee will also deliver a copy of such notice to the Company before the Employee commences employment with any subsequent employer. In addition, the Employee authorizes the Company to provide a copy of the restrictive covenants sections of this Agreement to third parties, including but not limited to, the Employee's subsequent, anticipated or possible future employer. **Background Check.** In addition to the initial background check, Company reserves the right to conduct a background check for current employees to determine eligibility for promotion or reassignment or at the request of a client.
16. **Successors and Assigns.** This Agreement is personal to the Employee and shall not be assigned by the Employee. Any purported assignment by the Employee shall be null and void from the initial date of the purported assignment. The Company may assign this Agreement to any successor or assign (whether direct or indirect, by purchase, merger, consolidation or otherwise) to all or substantially all of the business or assets of the Company. This Agreement shall inure to the benefit of the Company and permitted successors and assigns.





17. Notice. Notices and all other communications provided for in this Agreement shall be in writing and shall be delivered as stated in Schedule A.
18. Representations of the Employee. The Employee represents and warrants to the Company that:
- 18.1 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not conflict with or result in a violation of, a breach of, or a default under any contract, agreement or understanding to which he/she is a party or is otherwise bound.
- 18.2 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not violate any non-solicitation, non-competition or other similar covenant or agreement of a prior employer.
19. Withholding. The Company shall have the right to withhold from any amount payable hereunder any Federal, state and local taxes in order for the Company to satisfy any withholding tax obligation it may have under any applicable law or regulation.
20. Survival. Upon the expiration or other termination of this Agreement, the respective rights and obligations of the parties hereto shall survive such expiration or other termination to the extent necessary to carry out the intentions of the parties under this Agreement.
21. Acknowledgment of Full Understanding. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS FULLY READ, UNDERSTANDS AND VOLUNTARILY ENTERS INTO THIS AGREEMENT. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS HAD AN OPPORTUNITY TO ASK QUESTIONS AND CONSULT WITH AN ATTORNEY OF HIS/HER CHOICE BEFORE SIGNING THIS AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Utopia India Pvt. Ltd

Employee: Syed Jamal

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name: Jay Golonka

Name: Syed Jamal

Title: CFO

**SCHEDULE A - Syed Jamal**

1	Title	Data Migration Trainee
1a.	Type of Employment	FULL TIME EMPLOYEE
2	Commencement Date	May 02, 2022
3	Effective Dates for calculation of Leave	May 02, 2022
4	Report to Person	Manager or Designee of the same
5	Hours of Work	As customary in your location or work as determined by your seniority and position but subject to variance depending on approvals from your supervisor.
6	Location of Work	The Company's offices located in Bangalore - Utopia/Prometheus Group office location or a remote location as agreed with the supervisor or Manager.
7	Governing Law	India - documents only binding arbitration with 1 arbitrator to be conducted in Bangalore, India.
8	Gross Salary per Annum	INR 6,00,000
9	Annual Leave	3 Weeks (15 Working Days)
10	Notice of Termination by Either Party	2 months of Notice - post confirmation 2 weeks of Notice - before confirmation (Probation period).
11	Contact Person	HR Manager

utopia

A PROMETHEUS GROUP COMPANY

## SCHEDULE B

### JOB DESCRIPTION

#### Data Migration Trainee

Job duties are as specifically set out hereunder or as directed from time to time by the person indicated in [Item 4] of Schedule A.

## SCHEDULE C

### LEAVE AND BENEFITS

#### Insurance:

Employee will be entitled to participate in available group medical, group personal accident and group life insurance plans. Group Parental Insurance plans are voluntary benefits and employee will be responsible for paying the premiums. These plans are subject to change.

#### Annual Leave:

- a) As annual leave accrues progressively during a year of service based on your ordinary hours of work, annual leave will accrue on a pro rata basis.
- b) Annual leave must be taken at times agreed between you and the Company.

A handwritten signature in black ink, appearing to be "J. Singh" or similar, written in a cursive style.

**SCHEDULE D**  
**SALARY STRUCTURE**

<b>Total CTC in INR</b>	<b>6,00,000</b>	
<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
Basic	25,000	3,00,000
HRA	12,500	1,50,000
Conveyance	1,600	19,200
Medical	1,250	15,000
LTA	2,500	30,000
Employer's PF	3,000	36,000
Others	4,150	49,800
<b>Total CTC</b>	<b>50,000</b>	<b>6,00,000</b>
<b>Less</b>		
Employer's PF	3,000	36,000
Professional Tax	200	2,400
Employee's PF	3,000	36,000
<b>Gross*</b>	<b>43,800</b>	<b>5,25,600</b>
<i>*Subject to applicable withholding taxes</i>		





# PROMENA

## Internship Offer with PROMENA

Date: 17 June 2022

Shwetha B K  
9591431735  
shwethag008@gmail.com

Dear Shwetha B k,

I am delighted & excited to welcome you to PROMENA as an "Intern Front end developer". At PROMENA we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful internship experience with PROMENA.

Please find the following confirmation of specifics of your internship.

Position Title: Intern Front end developer

Start Date: 20 June 2022

End Date: 20 September 2022

Your appointment will be governed by the terms & conditions presented in the Annexure A.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,

HR  
Swathi S  
Promena



DAYANANDA SAGAR COLLEGE OF ARTS, SCIENCE AND COMMERCE

Department of Computer Applications - MCA

STUDENT SELF DECLARATION FORM

Date:

Name of the Student: SUNEEL PAO.V

Course: MCA

Register No.: 19CQSAC032

Mobile No.: 9902041693

Email ID: SUNILPAOV29@gmail.com

I, Suneel Pao V the undersigned would like to bring to your notice that I had been selected through campus placement drive at

Company Name: Aureole technologies private limited

Job Type: Internship / Full Time - Internship Duration: 3 months

External Guide Name: Pratish.

Date of Joining: 13/ July/2022

In view of the above opportunity, I request you to kindly allow me to attend the job/Internship. I assure you that:

- > I shall learn the subjects of the present semester through notes / content provided by the college.
- > I shall report to my class/subject teacher every Saturday to clarify any doubts.
- > I shall update college authorities about my regularity to the job.
- > I shall attend the IA tests/exams conducted by the college and seek necessary approval from my work place.
- > I shall submit my project work on time and shall not seek any leniency on submission dates.

In this regard I request you to kindly permit me to pursue the internship / job.

Suneel Pao V  
Student Signature

VEJAY PAO  
Parent Signature:

Parent Mobile No.:  
9380463394

Internal Guide Signature

External Guide Signature

HOD Signature

[Signature]



*Lilly*

Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

21/02/2022

To  
Nagaveni B (Nagaveni B)  
Nijaguna krupa, Jaylakshmi Layout  
Chitradurga577502

**Sub: Offer Letter**

Dear Nagaveni,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of Rs. 40000/- per month (**Forty Thousand only**). The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

Abhishek  
COO - ELSIPL

*Nagaveni.B*  
(NAGAVENI.B)





# TechCiti Software Consulting Private Limited.

CIN: U72900KA2018PTC117376

D-U-N-S No. : 86 14 54180

No. 22 23 24 25/101, BNR Complex, J.P. Nagar, Bengaluru, Karnataka 560078.

Landline: 080 4162 8482 Email: info@techcitisoftware.in Website: [www.techcitisoftware.in](http://www.techcitisoftware.in)

Ref.No.TSCPL/2022-2023/HRD/INT4822

Date: 26<sup>th</sup> September, 2022

## Internship Offer Letter

Dear Shivaleela T,

It's our great pleasure to inform you that you have successfully qualified the interview session conducted by our company. Hence, you have been offered for the position of **"Software Developer-Intern"** under the domain: Web Development. Your position is located in Bangalore, Karnataka.

In addition to the offer, you will not receive any kind of company employment benefits, as per our company policy, while you are working as an intern

Sincerely,



**Manager**  
Human Resources Department  
**TechCiti Software Consulting Private Limited.**



## Employment Agreement

This Employment Agreement (the "**Agreement**") is made and entered into as of April 08, 2022, by and between Sabyasachi Prusty (the "**Employee**") residing at AT-Ward No.1, Latabil, PO-Bhuban, Dist-Dhenkanal, Odisha - 759017 and Utopia India Pvt. Ltd, (the "**Company**") office at 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095.

NOW, THEREFORE, the parties agree as follows:

1. **Term and Nature of Employment.** Subject to any background and reference checks in progress, revealing no material impropriety or unsuitability for employment at the Company, the Employee's terms and nature of employment, including but not limited to start date of employment, position, compensation, benefits eligibility, reporting structure and place of performance, are set forth in Schedule A, and will continue until terminated in accordance with this contract and the Employee Handbook. This agreement and the employee handbook contain terms and conditions of service governing this appointment which are subject to change from time to time.
2. **Probation.** The first ninety (90) days of employment shall constitute a probationary period during which period the Employer will closely monitor the performance of the Employee. Upon successful completion of the appraisal of the potential long term employee's performance, a decision will be taken related to the continued employment of the Employee. Alternatively, the Company may at its sole discretion and only if expressly provided for in writing, extend the probation period for a further period of three months.
3. **Termination of Employment.**
  - a. The employment shall be terminated with immediate effect and no prior notice shall be given where the Employment is terminated for cause or as listed under Section 3c. Notwithstanding the above, the Company and Employee shall provide written notice as stated in Schedule A. The Company reserves the option of paying the Employee in lieu of part or all of the Employee's Notice period.
  - b. Sections 4 to 8 of this contract will survive the termination and/or resignation of the Employment with the Company.
  - c. Notwithstanding anything mentioned in this Contract, the Company may terminate the Employment with immediate effect due to cause and also if the Employee:
    - i. Commits a material breach of this Agreement or the Policies and Procedures or other documents of the Company;
    - ii. Is guilty of any misconduct (including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or misuse by the Employee of the Company's property) or willful neglect in performing the duties;
    - iii. Fails to comply with any reasonable directions of the Company;
    - iv. Is convicted of a criminal offense which, in the Company's reasonable opinion, affects the Employee's position as an employee of the Company or is convicted of a crime involving moral turpitude;

*Sabyasachi Prusty*





utopia

A PROMETHEUS GROUP COMPANY

- v. Is absent without permission or authority from the place of work;
  - vi. Acted unreasonably which reflects unfavorably on the Company or any Affiliate or;
  - vii. Conducts himself/herself in an unethical, illegal or otherwise any manner which has an adverse effect on the name or public image of the Company or its affiliates.
- d. The Company may elect to suspend the Employment in any circumstances, including where it is carrying out an investigation (regardless of whether the investigation relates to the Employee's behavior or conduct). The Company will provide the Employee with the Employee's normal pay during any period of suspension.
- e. The Employment Term and the Employee's employment hereunder may be terminated by either the Company or the Employee at any time and for any reason; provided that, unless otherwise provided herein, Employee shall be required to give the Employer advance written notice of any termination of the Employee's employment as required under Schedule A. Upon termination of the Employee's employment during the Employment Term, the Employee shall be entitled to the compensation and benefits described in Schedule A and shall have no further rights to any compensation or any other benefits from the Company or any of its affiliates.
4. Confidential Information. The Employee understands and acknowledges that during the Employment Term, he/she will have access to and learn about Confidential Information, as defined below.

4.1 Confidential Information Defined.

(a) Definition.

For purposes of this Agreement, "**Confidential Information**" includes, but is not limited to, all information not generally known to the public, in spoken, printed, electronic or any other form or medium, relating directly or indirectly to: business processes, practices, methods, policies, plans, publications, documents, research, operations, services, strategies, techniques, agreements, contracts, terms of agreements, transactions, potential transactions, negotiations, pending negotiations, know-how, trade secrets, computer programs, computer software, applications, operating systems, software design, web design, work-in-process, databases, manuals, records, articles, systems, material, sources of material, supplier information, vendor information, financial information, results, accounting information, accounting records, legal information, marketing information, advertising information, pricing information, credit information, design information, payroll information, staffing information, personnel information, employee lists, supplier lists, vendor lists, developments, reports, internal controls, security procedures, graphics, drawings, sketches, market studies, sales information, revenue, costs, formulae, notes, communications, algorithms, product plans, designs styles, models, ideas, inventions, unpublished patent applications, original works of authorship, discoveries, specifications, customer information, customer lists, client information, client lists, manufacturing information, factory lists, distributor lists, and buyer lists of the Company or its businesses or any existing or prospective customer, supplier, investor or other associated third party, or of any other person or entity that has entrusted information to the Company in confidence.

The Employee understands that the above list is not exhaustive, and that Confidential Information also includes other information that is marked or otherwise identified as confidential or

*Sabyasachi Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

proprietary, or that would otherwise appear to a reasonable person to be confidential or proprietary in the context and circumstances in which the information is known or used.

The Employee understands and agrees that Confidential Information includes information developed by him/her in the course of his/her employment by the Company as if the Company furnished the same Confidential Information to the Employee in the first instance. Confidential Information shall not include information that is generally available to and known by the public at the time of disclosure to the Employee; provided that, such disclosure is through no direct or indirect fault of the Employee or person(s) acting on the Employee's behalf.

(b) Company Creation and Use of Confidential Information.

The Employee understands and acknowledges that the Company has invested, and continues to invest, substantial time, money and specialized knowledge into developing its resources, creating a customer base, generating customer and potential customer lists, training its employees, and improving its offerings in the field of Data Products and Services. The Employee understands and acknowledges that as a result of these efforts, the Company has created, and continues to use and create Confidential Information. This Confidential Information provides the Company with a competitive advantage over others in the marketplace.

(c) Disclosure and Use Restrictions.

The Employee agrees and covenants: (i) to treat all Confidential Information as strictly confidential; (ii) not to directly or indirectly disclose, publish, communicate or make available Confidential Information, or allow it to be disclosed, published, communicated or made available, in whole or part, to any entity or person whatsoever (including other employees of the Company) not having a need to know and authority to know and use the Confidential Information in connection with the business of the Company and, in any event, not to anyone outside of the direct employ of the Company except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of the CEO acting on behalf of the Company in each instance (and then, such disclosure shall be made only within the limits and to the extent of such duties or consent); and (iii) not to access or use any Confidential Information, and not to copy any documents, records, files, media or other resources containing any Confidential Information, or remove any such documents, records, files, media or other resources from the premises or control of the Company, except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of CEO acting on behalf of the Company in each instance (and then, such disclosure shall be made only within the limits and to the extent of such duties or consent). Nothing herein shall be construed to prevent disclosure of Confidential Information as may be required by applicable law or regulation, or pursuant to the valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation or order. The Employee shall promptly provide written notice to the Company.

The Employee understands and acknowledges that his/her obligations under this Agreement with regard to any particular Confidential Information shall commence immediately upon the Employee first having access to such Confidential Information (whether before or after he/she begins employment by the Company) and shall continue during and after his/her employment by the Company until such time as such Confidential Information has become public knowledge other than as a result of the Employee's breach of this Agreement or breach by those acting in concert with the Employee or on the Employee's behalf.

*Sabyasachi Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

5. **Restrictive Covenants.** The employee shall not either directly or indirectly interfere with or disrupt or attempt to disrupt the relationship (whether contractual or otherwise) between the Company and any Client, Candidate, or supplier of the Company, with whom you had dealings or performed work during your tenure with the Company. The Employee shall not, except with the written consent of the Company, be engaged as a director, partner, owner, principal, agent, representative, shareholder, financier or employee, in any business or entity that Competes (or proposes to Compete) with the business of the Company during the employment with the Company.

5.1 **Non-competition.** Because of the Company's legitimate business interest as described herein and the good and valuable consideration offered to the Employee, during the Employment Term and for a period of Twelve (12) months thereafter, to run consecutively, beginning on the last day of the Employee's employment with the Company, the Employee agrees and covenants not to engage in Prohibited Activity within the Data Services and Product Industry with reference to SAP systems.

5.2 **"Prohibited Activity"** is activity in which the Employee contributes knowledge, directly or indirectly, in whole or in part, as an employee, employer, owner, operator, manager, advisor, consultant, agent, employee, partner, director, stockholder, officer, volunteer, intern or any other similar capacity to an entity engaged in the same or similar business as the Company, including those engaged in the business of Data Migration, Master Data Governance, Enterprise Asset Management and Utopia's proprietary software or products. More specifically, the prohibited activity relates to products or services that were offered or in the initial development phase by the company during your employment. Prohibited Activity also includes activity that may require or inevitably requires disclosure of trade secrets, proprietary information or Confidential Information.

5.3 **Non-solicitation of Employees.** The Employee agrees and covenants not to directly or indirectly solicit, hire, recruit, attempt to hire or recruit, or induce the termination of employment of any employee of the Company during the Employment term and for a period of Twelve (12) Months, to run consecutively, beginning on the last day of the Employee's employment with the Company.

5.4 **Non-solicitation of Customers.** The Employee understands and acknowledges that because of the Employee's experience with and relationship to the Company, he/she will have access to and learn about much or all of the Company's customer information. **"Customer Information"** includes, but is not limited to, names, phone numbers, addresses, e-mail addresses, order history, order preferences, chain of command, pricing information and other information identifying facts and circumstances specific to the customer and relevant to sales/services.

The Employee understands and acknowledges that loss of this customer relationship and/or goodwill will cause significant and irreparable harm.

The Employee agrees and covenants, during the Employment term and for a period of Twelve (12) Months to run consecutively, beginning on the last day of the Employee's employment with the Company, not to directly or indirectly solicit, contact (including but not limited to e-mail, regular mail, express mail, telephone, fax, and instant message), attempt to contact or meet with the Company's current, former or prospective customers for purposes of offering or accepting goods or services similar to or competitive with those offered by the Company.

6. **Remedies.** Any dispute, controversy or claim arising out of or related to this Agreement or any breach of this Agreement shall be submitted to and decided by documents only binding arbitration

*Sudheshi Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

in in Bangalore, India by one (1) arbitrator in the English language in accordance with the rules and regulations of the (Indian) Arbitration and Conciliation Act, 1996 and shall be conducted consistent with the rules, regulations and requirements thereof as well as any requirements imposed by state law. Any arbitral award determination shall be final and binding upon the Parties. Without limiting the Company's remedies, the Company may obtain an injunction to restrain any breach (or anticipated breach) of this contract by the Employee.

#### 7. Proprietary Rights.

**Work Product.** The Employee acknowledges and agrees that all writings, works of authorship, technology, inventions, discoveries, ideas and other work product of any nature whatsoever, that are created, prepared, produced, authored, edited, amended, conceived or reduced to practice by the Employee individually or jointly with others during the period of his/her employment by the Company and relating in any way to the business or contemplated business, research or development of the Company (regardless of when or where the Work Product is prepared or whose equipment or other resources is used in preparing the same) and all printed, physical and electronic copies, all improvements, rights and claims related to the foregoing, and other tangible embodiments thereof (collectively, "**Work Product**"), as well as any and all rights in and to copyrights, trade secrets, trademarks (and related goodwill), patents (inclusive of patent applications, improvements thereof, any and all continuations, divisions and renewals of and substitutes for said applications, any and all Letters Patent which may be granted on or as a result thereof in the India and any and all other countries, and any re-issue or re-issues or extension or extensions of said Letters Patent) and other intellectual property rights therein arising in any jurisdiction throughout the world and all related rights of priority under international conventions with respect thereto, including all pending and future applications and registrations therefor, and continuations, divisions, continuations-in-part, reissues, extensions and renewals thereof (collectively, "**Intellectual Property Rights**"), shall be the sole and exclusive property of the Company. During the Course of employment, the Employee must immediately disclose any Intellectual Property to the Company upon its creation.

7.1 Work Made for Hire; Assignment. The Employee acknowledges that, by reason of being employed by the Company at the relevant times, to the extent permitted by law, all of the Work Product consisting of copyrightable subject matter is "work made for hire" and such copyrights are therefore owned by the Company. To the extent that the foregoing does not apply, the Employee hereby irrevocably assigns to the Company, for no additional consideration, the Employee's entire right, title and interest in and to all Work Product and Intellectual Property Rights therein, including the right to sue, counterclaim and recover for all past, present and future infringement, misappropriation or dilution thereof, and all rights corresponding thereto throughout the world. Nothing contained in this Agreement shall be construed to reduce or limit the Company's rights, title or interest in any Work Product or Intellectual Property Rights so as to be less in any respect than that the Company would have had in the absence of this Agreement. The Employee irrevocably and unconditionally waives any applicable Moral Rights in the Works in respect of the Company or any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns and consents accordingly to any act or omission that may otherwise infringe Employee's Moral Rights in relation to all Works (as mentioned in this Section).

7.2 Further Assurances; Power of Attorney. During and after his/her employment, the Employee agrees to reasonably cooperate with the Company to (a) apply for, obtain, perfect and transfer to the Company the Work Product as well as an Intellectual Property Right in the Work Product in any jurisdiction in the world; and (b) maintain, protect and enforce the same, including, without limitation, executing and delivering to the Company any and all applications, oaths,

*Satyajit Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

declarations, affidavits, waivers, assignments and other documents and instruments as shall be requested by the Company. The Employee hereby irrevocably grants the Company power of attorney to execute and deliver any such documents on the Employee's behalf in [his/her] name and to do all other lawfully permitted acts to transfer the Work Product to the Company and further the transfer, issuance, prosecution and maintenance of all Intellectual Property Rights therein, to the full extent permitted by law, if the Employee does not promptly cooperate with the Company's request (without limiting the rights the Company shall have in such circumstances by operation of law). The power of attorney is coupled with an interest and shall not be effected by the Employee's subsequent incapacity.

7.3 No License. The Employee understands that this Agreement does not, and shall not be construed to, grant the Employee any license or right of any nature with respect to any Work Product or Intellectual Property Rights or any Confidential Information, materials, software or other tools made available to him/her by the Company.

7.4 Exit Obligations. Upon (a) voluntary or involuntary termination of the Employee's employment or (b) the Company's request at any time during the Employee's employment, the Employee shall (i) provide or return to the Company any and all Company property, documents and materials belonging to the Company and stored in any fashion, including but not limited to those that constitute or contain any Confidential Information or Work Product, that are in the possession or control of the Employee, whether they were provided to the Employee by the Company or any of its business associates or created by the Employee in connection with his/her employment by the Company; and (ii) delete or destroy all copies of any such documents and materials not returned to the Company that remain in the Employee's possession or control, including those stored on any non-Company devices, networks, storage locations and media in the Employee's possession or control.

7.5 For purposes of this Section 7, Company shall include any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns.

7.6 The Employee agrees that the Employee's consent under this Section 7 has been freely given, without duress from the Company or any other person.

8. Publicity. The Employee hereby irrevocably consents to any and all uses and displays, by the Company and its agents, representatives and licensees, of the Employee's name, voice, likeness, image, appearance and biographical information in, on or in connection with any form of media throughout the world, at any time during or after the period of his/her employment by the Company, for all legitimate commercial and business purposes of the Company ("**Permitted Uses**") without further consent from or royalty, payment or other compensation to the Employee. The Employee hereby forever waives and releases the Company and its directors, officers, employees and agents from any and all claims, actions, damages, losses, costs, expenses and liability of any kind, arising under any legal or equitable theory whatsoever at any time during or after the period of his/her employment by the Company, arising directly or indirectly from the Company's and its agents', representatives' and licensees' exercise of their rights in connection with any Permitted Uses.

9. Governing Law. This contract is governed by and is to be construed under the governing law specified in Schedule A.

10. Entire Agreement. Unless specifically provided herein, this Agreement contains all of the understandings and representations between the Employee and the Company pertaining to the

*Subscribed Party*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PRISMETHRUS GROUP COMPANY

subject matter hereof and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter. The parties mutually agree that the Agreement can be specifically enforced in court and can be cited as evidence in legal proceedings alleging breach of the Agreement.

11. Modification and Waiver. This agreement may only be amended in writing signed by both parties. A party may only waive a breach of this contract in writing signed by that party or its authorized representative. A waiver is limited to the instance referred to in the writing (or if no instance is referred to in the writing, to past breaches).

12. Severability. Should any provision of this Agreement be held by a court of competent jurisdiction or arbitrator to be enforceable only if modified, or if any portion of this Agreement shall be held as unenforceable and thus stricken, such holding shall not affect the validity of the remainder of this Agreement, the balance of which shall continue to be binding upon the parties with any such modification to become a part hereof and treated as though originally set forth in this Agreement.

The parties further agree that any such court or arbitrator is expressly authorized to modify any such unenforceable provision of this Agreement in lieu of severing such unenforceable provision from this Agreement in its entirety, whether by rewriting the offending provision, deleting any or all of the offending provision, adding additional language to this Agreement or by making such other modifications as it deems warranted to carry out the intent and agreement of the parties as embodied herein to the maximum extent permitted by law.

The parties expressly agree that this Agreement as so modified by the court shall be binding upon and enforceable against each of them. In any event, should one or more of the provisions of this Agreement be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof, and if such provision or provisions are not modified as provided above, this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had not been set forth herein.

13. Captions. Captions and headings of the sections and paragraphs of this Agreement are intended solely for convenience and no provision of this Agreement is to be construed by reference to the caption or heading of any section or paragraph.

14. Counterparts. This Agreement may be executed in separate counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

15. Notification to Subsequent Employer. When the Employee's employment with the Company terminates, the Employee agrees to notify any subsequent employer of the restrictive covenants sections contained in this Agreement. The Employee will also deliver a copy of such notice to the Company before the Employee commences employment with any subsequent employer. In addition, the Employee authorizes the Company to provide a copy of the restrictive covenants sections of this Agreement to third parties, including but not limited to, the Employee's subsequent, anticipated or possible future employer. Background Check. In addition to the initial background check, Company reserves the right to conduct a background check for current employees to determine eligibility for promotion or reassignment or at the request of a client.

16. Successors and Assigns. This Agreement is personal to the Employee and shall not be assigned by the Employee. Any purported assignment by the Employee shall be null and void from the initial

*Satyajit Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

date of the purported assignment. The Company may assign this Agreement to any successor or assign (whether direct or indirect, by purchase, merger, consolidation or otherwise) to all or substantially all of the business or assets of the Company. This Agreement shall inure to the benefit of the Company and permitted successors and assigns.

17. Notice. Notices and all other communications provided for in this Agreement shall be in writing and shall be delivered as stated in Schedule A.

18. Representations of the Employee. The Employee represents and warrants to the Company that:

18.1 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not conflict with or result in a violation of, a breach of, or a default under any contract, agreement or understanding to which he/she is a party or is otherwise bound.

18.2 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not violate any non-solicitation, non-competition or other similar covenant or agreement of a prior employer.

19. Withholding. The Company shall have the right to withhold from any amount payable hereunder any Federal, state and local taxes in order for the Company to satisfy any withholding tax obligation it may have under any applicable law or regulation.

20. Survival. Upon the expiration or other termination of this Agreement, the respective rights and obligations of the parties hereto shall survive such expiration or other termination to the extent necessary to carry out the intentions of the parties under this Agreement.

21. Acknowledgment of Full Understanding. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS FULLY READ, UNDERSTANDS AND VOLUNTARILY ENTERS INTO THIS AGREEMENT. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS HAD AN OPPORTUNITY TO ASK QUESTIONS AND CONSULT WITH AN ATTORNEY OF HIS/HER CHOICE BEFORE SIGNING THIS AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Utopia India Pvt. Ltd

Employee: Sabyasachi Prusty

DocuSigned by:  
Signature Jay Golonka  
7116332AF5FA430

Signature Sabyasachi Prusty

Name: Jay Golonka

Name: Sabyasachi Prusty

Title: CFO



### SCHEDULE A – Sabyasachi Prusty

1	Title	Data Migration Trainee
1a.	Type of Employment	FULL TIME EMPLOYEE
2	Commencement Date	May 02, 2022
3	Effective Dates for calculation of Leave	May 02, 2022
4	Report to Person	Manager or Designee of the same
5	Hours of Work	As customary in your location or work as determined by your seniority and position but subject to variance depending on approvals from your supervisor.
6	Location of Work	The Company's offices located in Bangalore – Utopia/Prometheus Group office location or a remote location as agreed with the supervisor or Manager.
7	Governing Law	India – documents only binding arbitration with 1 arbitrator to be conducted in Bangalore, India.
8	Gross Salary per Annum	INR 6,00,000
9	Annual Leave	3 Weeks (15 Working Days)
10	Notice of Termination by Either Party	2 months of Notice - post confirmation 2 weeks of Notice - before confirmation (Probation period).
11	Contact Person	HR Manager

*Sabyasachi Prusty*



**SCHEDULE B**

**JOB DESCRIPTION**

**Data Migration Trainee**

Job duties are as specifically set out hereunder or as directed from time to time by the person indicated in [Item 4] of Schedule A.

*Sabyasachi Prusty*



## SCHEDULE C

### LEAVE AND BENEFITS

#### Insurance:

Employee will be entitled to participate in available group medical, group personal accident and group life insurance plans. Group Parental Insurance plans are voluntary benefits and employee will be responsible for paying the premiums. These plans are subject to change.

#### Annual Leave:

- a) As annual leave accrues progressively during a year of service based on your ordinary hours of work, annual leave will accrue on a pro rata basis.
- b) Annual leave must be taken at times agreed between you and the Company.

*Sabyasachi Prusty*





A PROMETHEUS GROUP COMPANY

## SCHEDULE D

## SALARY STRUCTURE

Total CTC in INR	6,00,000	
Particulars	Per Month	Per Annum
Basic	25,000	3,00,000
HRA	12,500	1,50,000
Conveyance	1,600	19,200
Medical	1,250	15,000
LTA	2,500	30,000
Employer's PF	3,000	36,000
Others	4,150	49,800
<b>Total CTC</b>	<b>50,000</b>	<b>6,00,000</b>
<b>Less</b>		
Employer's PF	3,000	36,000
Professional Tax	200	2,400
Employee's PF	3,000	36,000
<b>Gross*</b>	<b>43,800</b>	<b>5,25,600</b>

*\*Subject to applicable withholding taxes*

*Sabyasachi Prusty*



May 24, 2022

Sanjay K

Dear Sanjay:

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Software Engineer I at Manyata H-2 in Bangalore. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

#### COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 7,05,500.

Cerner will deduct taxes at source as required by law. You will be responsible for your tax liabilities under applicable tax laws and regulations. Your CTC opportunity is Rs. 8,00,085 per annum. You will enjoy benefits and perquisites as detailed in the attachment. Cerner reserves the right to vary, amend and modify any item of the salary package without adversely affecting the total compensation. Compensation is regarded as confidential information and should not be disclosed to other employees. Your position at Cerner is a professional position that requires a significant level of responsibility, discretion and independent judgment. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure good results.

#### ASSOCIATE BENEFITS

Cerner offers a comprehensive program of benefits to address your physical, financial and emotional health. At Cerner, we believe the foundation for a successful career starts with a variety of options that meet your needs while supporting a healthy lifestyle.

A standard component of our benefits package is Personal Time Off. You will be entitled to 27 days of Personal Time Off each year to be used for vacation, illnesses and other personal reasons and 10 standard business holidays. Please access the [benefits brochure](#) for additional details.

#### EMPLOYMENT AGREEMENT

Cerner will spend a significant amount of time and money in training you as Cerner has established significant momentum in the development of client relationships, professional staff, systems development methodology, and proprietary software solutions. We regard these areas as the most important assets owned by Cerner. It is our intent to guard these assets closely. Therefore, every associate of Cerner is required to execute an Employment Agreement. This Agreement includes the terms of your employment relationship with Cerner, including without limitation, a covenant not to disclose confidential client and internal information, a covenant not to compete against Cerner during the term of the Agreement, a covenant not to solicit our associates, and establishes that, during the term of your employment, the benefits of your endeavors accrue to Cerner. A sample copy of this Employment Agreement has been made available for your review.

#### OFFER OF EMPLOYMENT

The purpose of this Invitation of Employment is to put in writing the specifics of our offer of employment to commence work with Cerner by September 14, 2022. This Invitation of Employment is contingent upon receipt of a satisfactory outcome of a background check and proceeds on the basis that information you provided is accurate.

Please acknowledge and electronically accept this Invitation of Employment by May 31, 2022, after which date, this offer will expire. If you need more time to consider your options, simply let us know, and we can decide upon a mutually acceptable date within which you could confirm your acceptance of this Invitation of Employment. Please note that you will be

required to submit an original, signed hard copy of this Invitation of Employment to the HR Service Center on the date of joining. We look forward to hearing from you.

Sincerely,



Dilip Kantharaj  
Talent Acquisition Partner I

#### ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature: \_\_\_\_\_  
Sanjay K

Today's Date: \_\_\_\_\_



Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

18/02/2022

To  
Shriprada Adhwaryu  
Plot No 7 behind city high school, vijay nagar  
Hubli580032

**Sub: Offer Letter**

Dear Shriprada,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of **Rs. 40000/-** per month (**Forty Thousand only**). The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

**Abhishek**  
**COO - ELSIPL**

Shriprada Adhwaryu





**PROMENA**

## Internship Completion Certificate

This is to certify that **MS. T G Harshita**, from Dayanand sagar institution, Bangalore, has carried out an internship as an "**Intern React J S developer at Promena LLP**" from 20th June 2022 to 30th September 2022 under the guidance of Ashwin Kumar.

We appreciate your valuable contribution and wish you all the success in your future endeavors

PROMENA LLP



Ashwin Kumar Manager -IT



**Office:** #273, 2<sup>nd</sup> floor, Jios Plaza, Outer Ring Road, Banashankari 3<sup>rd</sup> Stage, Bangalore - 085



+91 94494 63679 / 97404 32166



Contact@Promena.in



www.Promena.in



**PROMENA**

## Internship Completion Certificate

This is to certify that **MS. Sweta**, from Dayanand sagar institution, Bangalore, has carried out an internship as an "Intern Angular developer at Promena LLP" from 20th June 2022 to 30th September 2022 under the guidance of Ashwin Kumar.

We appreciate your valuable contribution and wish you all the success in your future endeavors

PROMENA LLP



Ashwin Kumar Manager -IT



Office: #273, 2<sup>nd</sup> floor, Jios Plaza, Outer Ring Road, Banashankari 3<sup>rd</sup> Stage, Bangalore - 085



+91 94494 63679 / 97404 32166



Contact@Promena.in



www.Promena.in



## Offer of Appointment

6th-October-2022

Dear Dileepa N V,

This has reference to your application for Employment in our Company and subsequent interview you had with us.

We are pleased to offer you the position of **Dot net Developer** in our Company subject to following terms and conditions.

1. Your Compensation shall be **Rs 1,80,000/-** (One lakh Eighty thousand per annum) inclusive of all benefits fixed and Performance Bonus on the basis of a total cost to the company.
2. You shall report for duty on 6th October, 2022 at our Registered Office, 273, 2<sup>nd</sup> floor, Jois Plaza, Outer ring road, Kathriguppe, Banashankari 3<sup>rd</sup> stage, Bangalore – 560085.
3. You shall be on Probation for a period of Six Months from the date of joining for Duty. The duration of probation can be extended subject to your performance which is at the discretion of the Management. Your services shall be confirmed in writing to that effect, in the appropriate cadre/position upon satisfactory completion of probation, failing which you will be deemed to be on probation.
4. Your services are liable to be transferred to any Department/Group/ Section Line, as well as any Office/Establishment/Division/Branch of the Company, in India, as well as its sister concerns within the group, on temporary or permanent basis depending upon the Company's priorities of work, at the sole discretion of the Company.
5. This appointment can be terminated by giving 3 month notice either side during the period of Probation 15days ' notice on either side on confirmation of your services.
6. You shall enter into a non-disclosure agreement subsequent to your joining the Company.
7. At the time of joining, you shall submit following original documents along with a photocopy (Original documents shall be returned after verification):
  - Education Documents - 10<sup>th</sup> & 12<sup>th</sup>/PUC Mark card and certificate
  - Degree & Master Degree Certificate - Semester wise mark sheets & Degree Certificates
  - Previous Company/s Experience and Relieving letter/s
  - Latest salary certificate & 3 months' pay slip
  - 2 passport size color photographs
  - Pan card and Passport copy
  - Permanent & Present Address proof

8. As part of the recruitment process, we shall conduct antecedent verification upon your joining.
9. Detailed appointment letter will be issued on your joining us.

Please Confirm that the above terms and conditions are acceptable to you by signing a copy of this letter.

Wishing you all the best and welcoming you to **PROMENA LLP**.

Yours truly

For **PROMENA LLP**.



**Ashwin Kumar**  
Managing Head

I agree and accept the employment on the terms and conditions mentioned in the above. I shall be reporting for duty on 06/10/2022

Name: Dileepa N.V.

Signature:

A handwritten signature in black ink, appearing to read 'Dileepa N.V.', written over a horizontal line.

Date: 06/10/2022

Name: **Dileepa N V**

Grade: **Dot Net Developer**





# Incense Global Solutions

Date: 08-07-2022

Bindu Shree R

Dayanand Sagar College of Arts, Commerce and Science

Bangalore 560078

**Re: Internship Offer**

**Dear Bindu Shree R,**

On behalf of Incense Global Solutions, I am pleased to extend to you this offer as an **Intern**. Our goal is for you to learn more about Business and have real time IT experience.

As we discussed, your internship is expected to begin from 11 July 2022 for the duration of 3 months, five days per week. However, at the sole discretion of the Company, the duration of the internship may be extended or shortened with or without advance notice.

As an intern, you will not be a Company employee. Therefore, you will not receive a salary, wages, or other compensation. In addition, you will not be eligible for any benefits that the Company offers its employees, including, but not limited to, health benefits, holiday pay, vacation pay, sick leave, retirement benefits, or participation in the Company's plan. You understand that participation in the internship program is not an offer of employment, and successful completion of the internship does not entitle you to employment with the Company.

During your internship, you may have access to confidential and proprietary information belonging to the Company. You agree that you will keep all of this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of the internship, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that you will follow all of the Company's policies that apply to non-employee interns, including, for example, the Company's anti-harassment policy.

I hope that your internship with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to. If you have any questions, please contact do not hesitate to contact me.

Very truly yours,

Harshitha S  
HR Manager



Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

21/02/2022

To  
Nagaveni B (Nagaveni B)  
Nijaguna krupa, Jaylakshmi Layout  
Chitradurga 577502

**Sub: Offer Letter**

Dear Nagaveni,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of **Rs. 40000/- per month (Forty Thousand only)**. The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

Abhishek  
COO - ELSIPL

Nagaveni.B  
(NAGAVENI.B)



Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

18/02/2022

To  
Bhavana Ramu (Bhavana R)  
Anjanapura Ialbhadr shastry nagar  
Bangalore560062

**Sub: Offer Letter**

Dear Bhavana,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of **Rs. 40000/- per month (Forty Thousand only)**. The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [dhaki\\_sucharita@network.lilly.com](mailto:dhaki_sucharita@network.lilly.com)

Yours Sincerely,

**Abhishek**  
COO - ELSIPL





CGI Information Systems and Management Consultants Pvt. Ltd.  
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,  
Electronic City, Phase I (West)  
Bangalore – 560 100, India  
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential  
June 28, 2022

Mr.Srinivas Keerthi P S  
#17/1 BSK 3rd stage  
BENGALURU 560085

Dear Srinivas,

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Intern** and your **Stipend is INR 21500/- per month.**

You are requested to report at our **Bangalore** office on **June 29, 2022**. Your internship will be effective on your joining date. If you do not confirm your acceptance, this offer will be withdrawn.

We understand you are full time student and this is a part of your course requirement and it is a temporary assignment till **September 29, 2022**.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. The above mentioned date of joining will be confirmed only on receipt of your acceptance to the above email-Id.
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-B
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above mentioned email-Id for any queries regarding your employment offer

The terms and conditions governing your employment are as under:

- Your initial posting of internship will be in **Bangalore**. However, your services are transferable anywhere in India as also anywhere abroad within the CGI group of companies. In case your services are transferred to any of our group companies, you are required to abide by the rules and regulations pertaining to that company. You will carry out your duties as per the instructions of your superiors from time to time
- Your stipend is strictly between yourself and the Company. This information and any changes made therein should be treated as personal and confidential and should not be shared with anyone

- **Code of conduct:** You will abide by the applicable rules and regulations in force from time to time and will also be required to sign and abide by the **Code of ethics** and conduct as elucidated by the company. Any breach of the guidelines or the terms and conditions of assignment may result in termination of your internship without notice or compensation
  - a) You will not carry on any business or enter for any part of your time in any capacity in the services of other person or persons and company or companies. You will devote your whole time and attention to your duties to promote the interests of CGI and you will not utilize or divulge to any person or persons any of our trade secrets or confidential information
  - b) In the course of your assignment with CGI, you shall not, without the previous written consent of CGI and which consent CGI may in its absolute discretion and without assigning any reason therefore withhold and/or refuse to accord directly and/or indirectly solicit and/or engage in the collection and donations for any trust or other organizations and/or institutions for charitable work and/or any other purposes and person/s and/or bodies corporate/institutions with whom you come into contact and/or have dealings with in the course of assignment with CGI
  - c) During your assignment with CGI and perpetually thereafter, you will not transmit, disclose or otherwise use confidential information related to CGI, to any unauthorized person, except as may be required in the course of discharging your duties in connection, with CGI's business. Confidential information includes, but is not restricted to CGI's client names, the nature of our projects and all other technical and client related information. This information is not to be divulged to ANYBODY, including family, friends, and especially others in the same or similar competing businesses. Information pertaining to CGI operations and intellectual property is confidential and you will sign a Confidentiality and Non-Disclosure Agreement.
  - d) For the purpose of representing and improving the company's brand image and being able to interact with senior level decision makers in the industry in a satisfactory manner, you are required to follow the following norms:
    - i. Maintain complete confidentiality and high level of integrity in all your actions performed on behalf of the company
    - ii. Practice high level of professionalism in business etiquettes, selection of attire, choice of language in conversation and documents, meeting commitments and in overall conduct
    - iii. Besides, you shall help in maintaining congenial, disciplined, participative and supportive work environment to encourage team spirit and high performance standards
  - e) All software developed by you and/or by the team of which you are a part, shall belong exclusively to the company. The company has the exclusive right over the intellectual property. You shall sign all relevant documents in this regard, as required, to assign and/or secure rights in favor of the company
  - f) You will be responsible for the safekeeping and return in good condition all the company property, which will be in your use, custody or charge



- **Communication:** Please approach your immediate supervisor for any queries pertaining to project or organization related concerns, suggestions which you may have from time to time. In addition, the HR team is always available to discuss any of your needs or suggestions
- **Shift:** You shall have no objection to work on shift / staggered duty in case business warrants that. Please note that it is management's prerogative to decide which member will work on shift and management's decision in this regard will be final. Your project will also decide the shift allowance that will be payable and will be based on project requirement. This will be governed by the existing Shift Allowance Policy
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy
- **Unauthorized absence from work:** Your unauthorized absence from work for a continuous period of more than three days without leave or obtaining your manager's approval will be treated as desertion of your internship.
- **Termination of internship:** The internship can be terminated by fifteen days' notice on either side. If you decide to leave without giving due notice and completing handing over formalities, you will not be eligible to get any certificate of assignment immediately or in the future from CGI.
- **Non-Competition:** During the term of your assignment with CGI, you shall not directly or indirectly compete with CGI in any manner whatsoever
- You will keep us informed of any change in your residential address/contact details
- It is your responsibility to notify the Company of any changes in your personal information within three working days. It shall also be your responsibility to notify the Company of any legal action or suit, whether in the nature of civil or criminal initiated against you. Failure to notify will result in breach of the appointment terms. All notices shall be considered duly and properly delivered to the address on file with the Company
- Upon completion or termination of your internship, you are required to return all assets and property of the Company including but not limited to documents, machines, data, files, books etc.
- We provide support to global customers from various locations in India & abroad to suit customers' differing time needs including 24x7 bases. You may be asked to operate from any of the CGI locations and in any of the shifts, including night shift, at the sole discretion of management, as may be required by the Company keeping in mind business needs and deliverable requirements to customers. Your work schedule will be provided to you by your Manager / Supervisor upon your joining. Your weekly off days may not be on weekends
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you



Mr.Srinivas Keerthi P S

- There is no agreement or obligation on our part to provide you employment after the satisfactory completion of your internship. Should the company decide to offer you employment after the completion of your internship, such offer is subject to then prevailing company's policies and also subject to you executing the employment agreement.
- Education credential proofs, if any, submitted by you will be subject to background verification as per CGI standards. Unsuccessful clearance of background verification will lead to termination of internship.

Any and all of the terms and conditions of internship may be modified or changed at the Company's discretion. Breach of any one of the conditions will render you liable to termination of your internship without notice.

This letter supersedes all oral or written communication exchanged between you and CGI; prior to the date of this letter and commitments, if any, made during the selection process. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in on all the pages & in the space specified below and return the signed copy to CGI on your boarding day.

Any tax liability or statutory deductions arising out of the stipend shall be borne by you.

I look forward to your acceptance of this offer and to welcoming you to our team. I am confident that the internship with CGI will provide you valuable experience.

Yours sincerely  
For CGI Information Systems and  
Management Consultants Pvt. Ltd.,



**Sarika Pradhan**  
Vice President Corporate Services

I have read the terms and conditions of employment/assignment and also the contents of the employment agreement and in token of my acceptance I duly acknowledge the receipt of the letter of assignment.

Please sign below to confirm that you agree with the terms and conditions stated in this letter.

\_\_\_\_\_  
Signature & Date

## Annexure-A

We request you to bring all the originals, on your date of reporting to CGI for verification.

*Please note that the below documents are mandatory for CGI's personnel records and will be subjected to background verification. Non submission of these documents will impact your profile and records needed to manage your career effectively within CGI and may also have serious impact on project and client requirements, hence your cooperation in this is crucial*

#	Documents
1	Acceptance copy of CGI's appointment letter signed by you on all pages
2	Internship Letter issued by the College / University
3	Passport (all pages – wherever the entries are made)
4	Income-Tax Permanent Account Number Card (PAN Card)
5	Passport size photograph – 05 nos.
6	10 <sup>th</sup> class mark sheet & certificate
7	12 <sup>th</sup> class mark sheet & certificate
8	Bachelor degree mark sheets (all semesters)
9	Bachelor degree certificate / convocation certificate, if applicable
10	Master degree mark sheets (all semester), if applicable
11	Any other certificates
12	Aadhaar / Voters ID / Driving License / Rental agreement /Bank passbook (address page only)
13	Blood group and RH type report



22 23 24 25/10 I, B R Complex, J.P. Nagar, Bengaluru, Karnataka 560078  
**Landline:** 080 4162 8482 **Email:** info@techciti.com **Website:** www.techciti.com

Ref.No. **SCPL/20-2-2023/HRD/INT4.214**

Date: **November, 2022**

TO WHOMSOEVER IT MAY CONCERN



I would like to inform you that Ms. **Shwetha** have successfully completed project with our company, he has been working on the project title: "**Deep Learning Classification and Prediction of Lung Cancer**" under the domain Machine Learning from 30-03-2022 to 30-09-2022. **Confidential External Guide**



We have found him to be a self-starter who is motivated, duty-bound and hardworking. He has worked sincerely on his assignments and her performance is at par excellence.

We wish her all the best for her future endeavor.

Sincerely,



**Manager**  
Human Resources Department  
**Tech Citi Software Consulting Private Limited**



## PROJECT COMPLETION CERTIFICATE

Respected Sir/Madam,

This is to certify that Ms. SHWETA BIRADAR student of Dayananda Sagar College of Arts Science and Commerce, bearing USN : 19CQSAC028, has successfully completed her project work titled " **Optimizing Information Leakage in Multicloud Storage Services** ", as a part of her course

The duration of the project has been made as Dated Jun 23<sup>rd</sup> to Aug 27<sup>th</sup> 2022.

She has completed the assigned project well within the time frame. She is sincere, hardworking and her conduct during the project is commendable.

We wish her all the best in her future endeavors.

Regards

From GLOVISH TECHNOLOGIES LLP

  
LOHITH G  
(Team Lead)





Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

18/02/2022

To  
Bhavana Ramu (Bhavana R)  
Anjanapura lalbhadrur shastry nagar  
Bangalore560062

**Sub: Offer Letter**

Dear Bhavana,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of Rs. 40000/- per month (**Forty Thousand only**). The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

**Abhishek**  
COO - ELSIPL



# PROMENA

## Internship Offer with PROMENA

Date: 17 June 2022

Swetha A  
shwetakale567@gmail.com  
Dear Swetha A,

I am delighted & excited to welcome you to PROMENA as an "Intern Front end developer". At PROMENA we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful internship experience with PROMENA.

Please find the following confirmation of specifics of your internship.

Position Title: Intern Front end developer

Start Date: 20 June 2022

End Date: 20 September 2022

Your appointment will be governed by the terms & conditions presented in the Annexure A.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,

HR  
Swathi S





# PROMENA

## Internship Offer with PROMENA

Date: 20 June 2022

T G Harshitha  
8762002898  
harshitagnaik1999@gmail.com

Dear T G Harshitha

I am delighted & excited to welcome you to PROMENA as an **Intern Front end developer** at PROMENA we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful internship experience with PROMENA.

Please find the following confirmation of specifics of your internship:

Position Title: **Intern Front end developer**

Start Date: **20 June 2022**

End Date: **20 September 2022**

Your appointment will be governed by the terms & conditions presented in the Annexure A.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,



HR,  
Swathi S  
Promena LLP

*Swathi S*



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

## Requesting for Resumes of Student who have appeared for Online Assessments - ResourcePro

Sagri Gupta &lt;Sagri\_Gupta@resourcepro.in&gt;

Mon, Apr 8, 2019 at 5:38 PM

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: CHINMAY KUMAR &lt;ckd@myanatomy.in&gt;, KIRAN KOTIAN MYANATOMY &lt;ksk@myanatomy.in&gt;, K M JaiKumar MyAnatomy &lt;jaikumar@myanatomy.in&gt;, GuruPrasad MyAnatomy &lt;guruprasad@myanatomy.in&gt;, Rupali Kaur MyAnatomy &lt;rupalik@myanatomy.in&gt;, Jyoti Prakash &lt;jyotip@myanatomy.in&gt;, campusplacementsdsi &lt;campusplacementsdsi@dayanandasagar.edu&gt;, Rahul Chatterjee MyAnatomy &lt;rahulc@myanatomy.in&gt;

Dear Payal Mam,

### Greetings from ReSourcePro and Congratulations!

Please find below list of the students who have cleared our Final Interview process.

Name	E-Mail	College Name
Pranitha P 16CQC41140	pranitha178@gmail.com	Dayananda Sagar
Revanth Mula 16CQC26045	revanth.tittu@gmail.com	Dayananda Sagar
Aarthilaya S 16CQC41002	aarthilaya.s18@gmail.com	Dayananda Sagar
Kanishka J 16CQC41065	kanishkakani116@gmail.com	Dayananda Sagar

Thanks &amp; Regards,

Sagri

SAGRI GUPTA

EXECUTIVE - TALENT



1600041006 33



**Letter of Interest**

To  
**ABHISHEK RAJU**  
Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").


We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

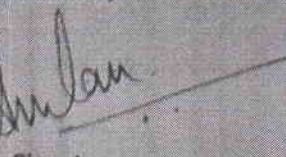
1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

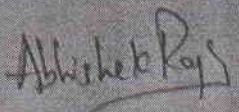
The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

**For Infosys BPM Ltd.**  
  
**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

**Issued By:**  
  
**Signature:**  
**Issuer's Name: AMLAN**  
**Issuer's Emp. No.: 848225**

**Acknowledgement of receipt:**  
  
**Name: ABHISHEK RAJU**  
**Date: 21-MAR-2019**  
**Location: BANGALORE**



16C8CH1006

BCom

32

2019

11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear Abhishek,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

## ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	Name	ABHISHEK RAJU K	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	Allowance(3-4 Meeting Per day)	6000	72,000
E	Performance Enhanced Incentives	15,000*	1,80,000*
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based.  * The Offer/ Salary Is Subjective To Completion Of Training  *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.</p>			

\* Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance.

**\*TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum**  
(i.e.: **4, 22, 000** Fixed amount + **1, 80, 000** variable amount) \*Post Probation.

1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable.

2) Professional Tax to be deducted from the monthly Gross salary as applicable



**Letter of Interest**

To **ADITYA PRAKASH PATIL**

1600041129

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

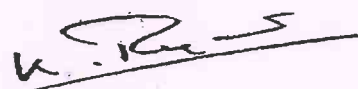
For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com / 080-40670678

Yours sincerely,

**For Infosys BPM Ltd.**

**Issued By:**

**Acknowledgement of receipt:**



**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225

**Name:** ADITYA PATIL  
**Date:** 21-Mar-2019  
**Location:** Bangalore



59  
16C0041129  
Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019

**Name** : Aditya Patil

**Location** : Karnataka,

**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, ,  
Bangalore, Karnataka - 560068

Dear Aditya Patil,

Subject : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

Copies of Educational Certificates.

Passport size photographs.

Last payslip received from the previous employer.

Clearance from previous employer.

Address Proof.

Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).

PF documents (Form 11 & Form 2).

Reference sheet form.

Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted \_\_\_\_\_



PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

AEGIS - BBA/BCC

**RE: Dayananda Sagar Institutions: Invitation For Campus Recruitment 2019**

Anuja Aroman . <anuja.aroman@aegisglobal.com>  
To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>  
Cc: Ramya M <ramya.m@in.aegisglobal.com>, VIJAY KUMAR T N <VIJAYKUMAR.TN@aegisglobal.com>  
Thu, Apr 4, 2019 at 3:1

Hi Payal,

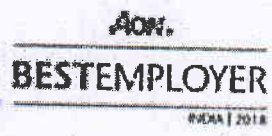
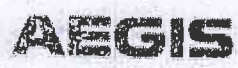
The names of the students who are shortlisted are :

- Prajwal Gowda N 16CQC41136 — BCCM
- Swathi K R 166JC26052
- Naveena P 16CQC26048
- Shikha Sinha 166JC26047
- Aishwarya B Yaligar 16CQC41009 — BCCM
- Shruti Pandey 166JC26048

You can inform these shortlisted students to collect their Letter of Intent from us.

Regards,

Anuja Aroman | Manager – Human Resources |  
Aegis Customer Support Services Private Limited, GNR Complex,  
Garvebhavi Palya, Kudlu Gate, Hosur Main Road, Behind Trident Hyundai, Bangalore – 560068  
C : 08066376666 – VOIP- 6742 |  
Email – anuja.aroman@aegisglobal.com | www.aegisglobal.com



Life without a goal is just like walking with your eyes closed





Gnani DC &lt;gnani05@gmail.com&gt;

1600041015

**Fwd: iPrimed: Confirmation Letter - Capgemini**


1 message

Amith Pawar <amithpawar52@gmail.com>  
To: Gnani DC <Gnani05@gmail.com>

Sat, Apr 27, 2019 at 9:25 AM

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

From: **Chandrakanth** <Chandrakanth.P@iprimed.com>  
Date: Mon 1 Apr, 2019, 2:21 PM  
Subject: iPrimed: Confirmation Letter - Capgemini  
To:  
Cc: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

 Description: cid:image002.jpg@01D4E886.45B330A0

Description: cid:image004.jpg@01D4E886.45B330A0

Dear Candidate,

**Congratulations!!!**

This is with reference to the interview you had with **Capgemini**. **Capgemini SE**, is a French multinational information technology consulting corporation headquartered in Paris, France.<sup>[3]</sup> It provides IT services and is one of the world's largest IT consulting, outsourcing and professional services companies with almost 190,000 employees in over 40 countries.

We are delighted to inform you that you have cleared your interview and have been selected to attend on the job training.

Your training duration will be for 4 - 6 weeks. \*(Dates will be announce after successful completion of your Exams)

**On successful completion of the training, you will be posted in Capgemini.**

**Designation:** Process Associate (NON- VOICE profile) – Finance &Accounts

**Training date and location will be shared shortly.**

**Documents to Carry:** Address proof, Government ID Proof, Educational Documents (Worksheets, Graduation Certificate), Updated Resume, Hard copy of this e-mail.

Good Luck for your training.

Regards,

LETTER OF INTENT

Date: 07-03-19

Full Name: Amith Pawar

Dear Amith

With reference to your application and subsequent assessments you had with us, we are pleased to provide you the Letter of Intent (LOI) for a position of *Content Reviewer* at Amazon Development Center India Pvt. Ltd ("Company").

In case you are offered the position, you would be eligible for a base compensation of Rs.250,000 (Rupees Two Lakhs Fifty Thousand Only) per annum. In addition, you will be eligible for benefits as per company policies at the time of joining.

Please note, your appointment in the Company will be confirmed only on executing the detailed offer letter and NDA, which may be issued to you at a later date.

**Terms and Conditions: Post Offer and Acceptance**

- As per Company Business Requirements, you will be issued an offer letter with a proposed date of joining before 31<sup>st</sup> of December 2019.
- The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up another offer employment (other than with the Company) before issue of the Offer Letter.
- The Company reserves the rights to revise the proposed salary and benefits as per prevailing levels of pay at the time of issue of the Offer Letter and thereafter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part.
- **Probation**  
You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a further period of 3 more months or terminate your employment with Amazon India with immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.
- **Hours of work**  
The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. Your work may entail rotational shifts or related requirements for respective teams.
- **Place of Work**  
You should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.
- **New Hire Background Investigation**  
It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.  
In case you are hired from campus and results for your examination are still awaited, your continued employment with Amazon India will be subject to passing the said examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.

Ground, 8th, 9th, 10th & 11th Floors, Orion Building, Bagmane Constellation Business Park Circle,  
Outer Ring Road, BANGALORE - 560 037, KARNATAKA, INDIA

Tel : +91 - 80 - 6605 5000

www.amazon.com

CIN : U72200KA2004FTC034233



**Please note the following:**

- You should not have any active backlogs during the time of the selection process and at the time of offer. In case you have accrued a backlog/backlogs post selection process, you will have to mandatorily clear the backlogs prior to the date of offer. The LOI will stand cancelled if the candidate has backlog/backlogs on the date of offer.
- Candidates who have been provided LOI shall not be eligible to apply for any other position in Amazon during the pendency of the LOI.
- For any queries or questions, please write to us on [campus-nontech@amazon.com](mailto:campus-nontech@amazon.com).
- You are required to return the duplicate copy of this letter duly signed indicating your acceptance of the terms and conditions stated above. Acceptance of this LOI will be construed as a confirmation that you do not have any obligations arising from contract or otherwise in favor of a prior employer or third party, which would impose restrictions on your ability to accept employment with and carry out your Company related functions and duties upon employment, if and once the Offer Letter is issued.

Yours sincerely

For and on behalf of **AMAZON DEVELOPMENT CENTER INDIA PVT LTD**



**Bandita Acharya,  
Recruitment Manager**

**ACCEPTANCE OF LOI**

I accept the terms set forth in this letter with the company:



Signature

07-03-19

Date



Letter of Interest

To Amith Pawar,

37

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.



For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. '080-40670678

Yours sincerely,

**For Infosys BPM Ltd.**

**Issued By:**

**Acknowledgement of receipt:**



**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

**Signature:**  
**Issuer's Name:** Mr. Amlan  
**Issuer's Emp. No.:** 848225

**Name:** Amith Pawar  
**Date:** 21-03-19  
**Location:** Bangalore

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310

**\*IBM Confidential - IBM Campus Drive -DSI**

Karthik K Srirama <kasrirak@in.ibm.com>  
 To: placement1@dayanandasagar.edu  
 Cc: Deepak A Kumar2 <deepakkumar@in.ibm.com>

Fri, Jun 21, 2019 at 10:32 AM

Dear Placement officer,

PFB details for the students shortlisted from the event held at you college on 12-Feb-2019. We would be initiating the offer process for the short-listed students at the earliest.

Thank you for all your support and apologies for the delay.

Event Name	Event Date	Event Location	Candidate Name	Mobile No	Emai ID	College Name	Remarks
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lavanya Krishna B	8722172014	lavanyakrishnabk@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	N Hepsiba Monica	8904865189	hepi465@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rabiya Tabussum	9741053020	rabishot@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sahanashree B A	8971288724	sahnashree@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	J.Gowthami Bai	8147079346	plam TG CQC41057 jgowthamisingh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pruthvi C	9448982897	pruthvi.shekar1347@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	P.Amrita	8971363441	amrithabghs@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Yashaswini N	9742350350	yashunatesh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Parameshwari R	7090739122	roshini.rose777.pr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sai Nikhil N	9986800682	DSBSPGDMA1719 nikhilnick@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Syed Abdul Rehman	8867356768	syedabdulrehman886@gmail.com	Dayanand Sagar Institutions	Shortlisted



Dayanand Sagar Institutions	12-Feb-19	Bangalore	Taufeeq Ahmad Gani	9108699055	taufeeqahmad99@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	TUSHAR SHARMA	8792280092	tushar.shams@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Dheeraj S	8277703966	166JC26016 dheerajr06@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rahul Prasad Singh	9663501920	rahulprasadsingh1857@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Amith Pawar	9902016883	B.COM 16CQC41015 amithpawar52@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mula Revanth	9886364274	B.AO 16CQC26045 revanth.tittu@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhavana D kumar	9731030814	bhavanakumar3030@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pragathi C Acharya	9739316763	pragathi.acharya.c@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Ramesh Kumar	9008852142	arjunroy32044@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	NIKHILESH P	9738916215	B.COM 16CQC41121 nikhilesh.p98@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Aatir Mohammed	7259795512	aatir.md@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mrityunjay Nutan	9740952911	mrityunjaynutan@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rishabh Thakur	7349524079	rishabh.thakur2317@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhoomika R	9902739039	bhoomika.ranganath.98@outlook.in BMS1613B0009	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Impana Suresh	9449279238	impanasureshblr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Navaneetha Suresh	9901276646	navaneetha2507@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lalitha Shree	9611865908	12lalitha@gmail.com	Dayanand Sagar Institutions	Shortlisted

**Karthik Srirama**  
Recruitment Delivery





09<sup>th</sup> April, 2019

38

Sub: Offer of employment by Pin Click

Dear Arihant sharma,

Congratulations and we are very pleased to extend an offer to you to join Pin Click as "**Property Advisor**", with effect from **1<sup>st</sup> July, 2019**.

The terms of our offer are as follows:

1. The details of your annual earnings are attached herewith as Annexure A.
2. Your initial posting as Pin Click employee will be at our **Pune** office. Pin Click, however, reserves the choice to post/transfer you at any of their offices in India and outside. In which case, all transfer facilities applicable by company policies will be made available to you.
3. The Company reserves the right to conduct background investigations and/or reference checks on all of its potential employees. Your job offer, therefore, is contingent upon a clearance of such a background investigation and/or reference check, if any.
4. You will be in probation for a period of six months and may be confirmed as a permanent employee upon successful completion of your probation. During the probation period, your services can be terminated without any notice or salary thereof on either side.
5. While we look forward to a long and profitable relationship, the employment relationship can be terminated by either of us for reasonable cause, at any time with 15 days notice period or 15 day's salary in lieu thereof. The Company will, however, decide on the treatment and can waive the notice period or accept/pay payment in lieu of notice period or mandate 15 days notice at its sole discretion based on project deliverables, forecasting and appropriate knowledge transfer. Under any circumstance if you are unable to serve the notice period, Company can decide to agree or refuse to provide the releasing letter of employment. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective.
6. You will be governed at all times by the policies, procedures and rules of Pin Click related to the salary, allowances, benefits and perquisites which are specified in this Agreement and its Annexure. Pin Click may modify or change such allowances, benefits and perquisites from time to time in accordance with its policies.
7. During your employment with Pin Click, you will, under no circumstances work for any other firm or person, directly or indirectly, in a paid or honorary position, without an explicit permission from Pin Click.
8. You will not engage in any unethical practice, which might affect Pin Click and its employees, client and partners.



The details of your annual earnings are as Annexure A.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
Employee Details	<b>Name</b>	Arihant sharma	
	<b>Designation</b>	Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	1 <sup>st</sup> July, 2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	<b>Allowance(3-4 Meeting Per day)</b>	<b>6000</b>	<b>72,000</b>
E	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
<b>Allowance*</b>	*Fixed salary includes Rs.4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based.            * The Offer/ Salary Is Subjective To Completion Of Training            *Fixed Salary during the probation period will be Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.            *Post Probation you will be entitled to fixed salary of 4,22,000 PA, along with your incentives based on your performance.  <b>*TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum</b>            (i.e.: <b>4, 22, 000</b> Fixed amount + <b>1, 80, 000</b> variable amount) *Post Probation.</p> <ul style="list-style-type: none"> <li>Gross Pay is prior to tax being deducted at Source from the salary, Professional tax and Employee contribution towards PF, ESIC as applicable.</li> </ul>			

To accept this offer, sign the copy and return the duplicate/scan copy to the sender. Kindly ensure that the copy of acceptance reaches us as prescribed.

We look forward to the opportunity of working with you at Pin Click.

For Pin Click

Manik Kinra  
Co Founder



## Capgemini Final round Results - Feb'07

Chandrakanth <Chandrakanth.P@iprimed.com>

Tue, Feb 12, 2019

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Dhanya Satya <dhanya.satya@iprimed.com>, Umar.Ghaffer@iprimed.com, Shruthi <shruthi.r@iprimed.com>

Dear Payal,

Sharing you the Final Round Results of Capgemini conducted on Feb - 07

No. of Students : 12

Rejects : 0

Selects : 07

No show : 05

PFB

Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Final Status Update from Capgemini	College Name
Monish N 16CQC41106	9740500347	monishnagaraj.35@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Ankitha Ramya Jandur 1667C26806	9972879484	ankitharamyajandur@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Vyshnavi pasuparthi	8861719677	vyshnavikutti3@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Shahda Khan	7795135074	khanshahdakhan@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Manoj Kumar Chaudhary	9454098102	manojchaudharymc0@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Bhagyashree Murthy	9019361999	bhagyabmk304@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Tabish null Ansari 16CQC41194	8050497347	tabi.ansari@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Mohith N 16CQC41105	8884104132	mohithakil555@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Amith null Pawar 16CQC41015	9902016883	amithpawar52@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Kavya Null R	8861759586	kavyaraj8861s@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Srikanth K 16CQC41183	9844274761	srikanthkeshav1998@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Aishwarya 16CQC41009	8867171136	itsaishwarya04@gmail.com	BCOM	2019	Select	Dayanad Sagar College

Regards,

Sai Chandrakanth

Sr. Campus Connect - Lead





Bhanumathi K N &lt;bhanumathi.kn@gmail.com&gt;

**Fwd: CONGRATULATIONS!**

16 @ 00 410 36

**PAYAL DSI PLACEMENT** <placement1@dayanandasagar.edu>  
To: BHANUMATHI.KN@gmail.com

Mon, May 20, 2019 at 3:24 PM

TAKE 6 PRINTS

*Payal Mandal*

*Manager - Training & Placement  
Dayananda Sagar Institutions  
Shavige Malleshwara Hills,  
Kumaraswamy Layout,  
Bangalore, Karnataka  
Mobile: +91 9916986979  
Landline: 080-42161749*

[www.dayanandasagar.edu](http://www.dayanandasagar.edu)

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

From: **Jasbeer Singh Dabola** <Jasbeer.Dabola@niit.com>  
Date: Mon, May 20, 2019 at 12:38 PM  
Subject: CONGRATULATIONS!  
To:  
Cc: Harish Setty K <Harish.K@niit.com>, Kavya N P <Kavya.P@niit.com>

**Letter of Training****Dear Candidate,****CONGRATULATIONS!**

You have been selected to attend the Training with NIIT for Accenture upon successful completion of the training you will going through the final panel round of interview. Further on your selection you will be appointed as **Customer Service Associate** based at Bangalore location.

A formal Offer letter with your date of joining will be issued to you upon your final selection by Accenture after completion of the training.

This letter is confidential and you agree and undertake to keep this letter and the contents thereof confidential. All the information shared with you at the time of selection process for the training regarding company shall be kept confidential.

<https://mail.google.com/mail/u/0?ik=cdd60cba69&view=pt&search=all&permmsgid=msg-f%3A1634044231178400595&simpl=msg-f%3A16340442311...> 1/3

**The details for the training:**

- NIIT, #74/2, 1st Floor, Sanjana Plaza, Elephant Rock Road, Jayanagar 3rd Block, Bengaluru, Karnataka 560011
- Date and time will be communicated to you shortly over phone as well as email.

You are informed to email the scan copy of the following documents at the earliest to [harish.k@niit.com](mailto:harish.k@niit.com)

- Updated Resume
- All Marks Cards (10th, 12th and Graduation)
- Aadhar Card.

For further details or clarification, please connect the under signed.

**Note: Please share your PDF format of your resume without fail to ([Kavya.P@niit.com](mailto:Kavya.P@niit.com)) mention in subject line your name and collage name**

Best wishes,

Jasbeer singh

Mobile: 8892692135

Email: [jasbeer.dabola@niit.com](mailto:jasbeer.dabola@niit.com)

*Note: This complete selection and training process is absolutely "FREE". NO money to be paid.*

---

Visit us at: <http://www.niit.com>

Follow us on: <http://www.twitter.com/niitltd>

---



400  
160041036

Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019

**Name** : Devanshu Sharma

**Location** : Karnataka,

**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, , Bangalore, Karnataka - 560068

Dear Devanshu Sharma,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzlwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted



**Letter of Training**

16CQC41036

Dear Candidate,

**CONGRATULATIONS!**

You have been selected to attend the Training with NIIT for Accenture upon successful completion of the training you will going through the final panel round of interview. Further on your selection you will be appointed as **Customer Service Associate** based at Bangalore location.

A formal Offer letter with your date of joining will be issued to you upon your final selection by Accenture after completion of the training.

This letter is confidential and you agree and undertake to keep this letter and the contents thereof confidential. All the information shared with you at the time of selection process for the training regarding company shall be kept confidential.

**One details for the training:**

- NIIT, #74/2, 1st Floor, Sanjana Plaza, Elephant Rock Road, Jayanagar 3rd Block, Bengaluru, Karnataka 560011
- Date and time will be communicated to you shortly over phone as well as email.

You are informed to email the scan copy of the following documents at the earliest to [harish.k@niit.com](mailto:harish.k@niit.com)

- Updated Resume
- All Marks Cards (10th, 12th and Graduation)
- Aadhar Card.

For further details or clarification, please connect the under signed.

**Note: Please share your PDF format of your resume without fail to (Kavya.P@niit.com)**  
**Mention in subject line your name and collage name**

-  
Best wishes,  
Jasbeer singh  
Mobile: 8892692135  
Email: [jasbeer.dabola@niit.com](mailto:jasbeer.dabola@niit.com)

**Note: This complete selection and training process is absolutely "FREE". NO money to be paid.**

---

16CQC41036

2019

11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear DEVANSHU,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

## ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	Name	DEVANSHU SHARMA	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	<b>Allowance(3-4 Meeting Per day)</b>	<b>6000</b>	<b>72,000</b>
E	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
<b>Allowance*</b>	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based.  * The Offer/ Salary Is Subjective To Completion Of Training  *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.</p>			

# vantage agora

B Com

168MC41091

Feb 27, 2019

Dear Dhanush .M .G

Vantage Agora Marketing Private Limited, is pleased to offer you the position of **Junior Insurance Analyst**. We trust that your knowledge, skills and expertise will be among our most valuable assets. We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and condition,

1. **Date of Joining:** 1<sup>st</sup> July 2019
2. **Remuneration:** 2,00,000 per annum. The details are given in **Annexure -A**
3. **Location of work:** You will be joining the Vantage Agora Marketing Pvt Ltd office at, Pixel Park A, 4<sup>th</sup> Floor, PES South Campus, Hosur Road, Bengaluru 5601000
4. **Documents:** Below are the documents that are required to be scanned in the jpg format and sent Via mail by 6<sup>th</sup> March 2019:
  - All educational certificate
  - Address proof and ID proof (Pan Card, Aadhar Card, Voter ID, Passport)
  - 2 Reference letters (Family and Friend)
  - Experience Certificate and last 3 months pay slip if any
  - Please carry 2 passport size photos on joining date
5. **Benefits:** Every employee is liable for "Employees contribution "to Provident fund (P.F), Employees state insurance (ESI) besides He/ She is liable for payment of Income tax, Professional tax, as applicable as per Government stipulations. These amounts will be deducted by the company from the gross salary.
6. **Vacation:** You have the privilege of getting approved Indian holidays along with one-day paid leave in a month (12 Leaves in a year). Your weekly offs are on Saturday and Sundays except for one week, every quarter which will be six working days.
7. **Terms and conditions:**
  - During your employment with the company you shall adhere to all policies of the company. Please review the policy when you join the organization.
  - You must sign a one-year service agreement with VA during which you will be on probation for a period of six months on the satisfactory completion you will be a confirmed employee of the organization.
  - You will have to submit your original 10th marks card which will be returned to you on completion of your agreement period.
  - Your payment for any month will be in direct proportion to the number of days you are present. The salary cycle is from 26<sup>th</sup> of one month to 25<sup>th</sup> of the next month.
  - Your appraisals will be calculated in the month of July 2020, based on your performance
  - If you do not abide with the rules mentioned above, you will be terminated from your services with Vantage Agora. We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or others either during your employment or after, any information related to the company, its employee's, or associates.

**To accept this Job Offer, sign, and date this letter where indicated on the following page. Please note if you do not send acceptance by email by March/06/2019 we will assume that you are not interested in the offer.**

Pixel Park A 4th Floor PES South Campus  
Electronic City Hosur Road Bengaluru 560100

080.67.59.7508  
vantageagora.com

© Copyright 2014-2018 Vantage Agora. All Rights Reserved.



## Annexure A

	Earning	Amount
1 (a)	BASIC **	8968
1 (b)	D.A. **	4462
1 (c)	Flexible	942
<b>1 (d)</b>	<b>GROSS SALARY</b>	<b>14372</b>

Apart from the above gross salary the company contributes to PF and ESI to your account as below,

Company contributions	Amounts	Totals
Company's contribution to Provident Fund (P.F.)	1612	
Company's contribution to Employees State Insurance (E.S.I.)	683	
Total	2295	
<b>Cost to Company (CTC)</b>		<b>16,667</b>
<b>CTC per Annum</b>		<b>2,00,000</b>

Employee Salary and Liabilities	Amounts	Totals
Gross Salaries		13430
Less (a) Employees contribution to P.F	1612	
(b) Employees contribution of E.S.I	252	
Sub total		1864
<b>Net salary if worked for the full month</b>		<b>12,508</b>

P.F: The amount paid to P.F (The company's contribution and your contribution) will be as savings in your P.F account

ESI: The amount paid to ESI (The Company's contribution and your contribution) is for the medical treatment for you and your family.

vantage:agora.

If you accept this job offer, your hire date will be on the day that you attend new-hire orientation. Plan to work for the remainder of the business day after new-hire orientation ends.

We at Vantage Agora hope that you'll accept this job offer and look forward to welcoming you aboard.

Sincerely,



**Jagadish Shetty**  
Head of Human Capital & Administration  
Vantage Agora Marketing Private Limited

**Accept Job Offer:**

By signing and dating this letter below, I, Pranitha P, accept the job offer of Junior Insurance Analyst by Vantage Agora Marketing Private Limited.

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

Pixel Park A 4th Floor PES South Campus  
Electronic City Hosur Road Bengaluru 560100

080.67.59.7508  
vantageagora.com

© Copyright 2004-2018 Vantage Agora. All Rights Reserved



1600C41047

42

Document # HR/TA/Temp/0003 Infosys BPM Ltd JL 2 Campus Letter of Interest



**Letter of Interest**

To **GEETHANJALI K.R**

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:

**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

Signature:  
Issuer's Name: **Mr. Amlan**  
Issuer's Emp. No.: **848225**

Name: **GEETHANJALI K.R**  
Date: **12/03/19**  
Location: **BANGALORE**

HR/TA/Temp/0003 Version: 1.1 Company confidential Copy If Printed 1 of 1

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310  
Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411



**\*IBM Confidential - IBM Campus Drive -DSI**

Karthik K Srirama <kasrirak@in.ibm.com>  
 To: placement1@dayanandasagar.edu  
 Cc: Deepak A Kumar2 <deepakkumar@in.ibm.com>

Fri, Jun 21, 2019 at 10:32 AM

Dear Placement officer,

PFB details for the students shortlisted from the event held at you college on 12-Feb-2019. We would be initiating the offer process for the short-listed students at the earliest.

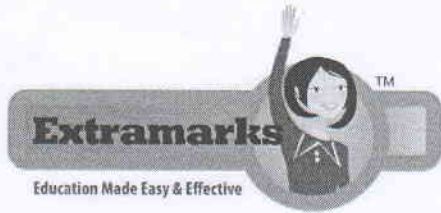
Thank you for all your support and apologies for the delay.

Event Name	Event Date	Event Location	Candidate Name	Mobile No	Emai ID	College Name	Remarks
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lavanya Krishna B	8722172014	lavanyakrishnabk@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	N Hepsiba Monica	8904865189	hepi465@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rabiya Tabussum	9741053020	CMS17MBA029 rabishot@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sahanashree B A	8971288724	sahnashree@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	J.Gowthami Bai	8147079346	BLAM T6 CQC41057 jgowthamisingh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pruthvi C	9448982897	pruthvi.shekar1347@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	P.Amrita	8971363441	amrithabghs@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Yashaswini N	9742350350	yashunatesh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Parameshwari R	7090739122	roshini.rose777.pr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sai Nikhil N	9986800682	DSBSPGDMA1719 nikhilnick@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Syed Abdul Rehman	8867356768	syedabdulrehman886@gmail.com	Dayanand Sagar Institutions	Shortlisted



Dayanand Sagar Institutions	12-Feb-19	Bangalore	Taufeeq Ahmad Gani	9108699055	taufeeqahmad99@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	TUSHAR SHARMA	8792280092	tushar.shams@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Dheeraj S	8277703966	166JC26016 dheerajr06@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rahul Prasad Singh	9663501920	rahulprasadsingh1857@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Amith Pawar	9902016883	B.COM 16CQC41015 amithpawar52@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mula Revanth	9886364274	B.AO 16CQC26045 revanth.tittu@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhavana D kumar	9731030814	bhavanakumar3030@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pragathi C Acharya	9739316763	pragathi.acharya.c@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Ramesh Kumar	9008852142	arjunroy32044@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	NIKHILESH P	9738916215	B.COM 16CQC41121 nikhilesh.p98@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Aatir Mohammed	7259795512	aatir.md@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mrityunjay Nutan	9740952911	mrityunjaynutan@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rishabh Thakur	7349524079	rishabh.thakur2317@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhoomika R	9902739039	bhoomika.ranganath.98@outlook.in BMS1613B0009	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Impana Suresh	9449279238	impanasureshblr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Navaneetha Suresh	9901276646	navaneetha2507@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lalitha Shree	9611865908	12lalitha@gmail.com	Dayanand Sagar Institutions	Shortlisted

**Karthik Srirama**  
Recruitment Delivery



45

16CQC41057

Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019  
**Name** : J.Gowthami Bai  
**Location** : Karnataka,  
**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, ,  
Bangalore, Karnataka - 560068

Dear J Gowthami ,

Subject : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- ◆ Copies of Educational Certificates.
- ◆ Passport size photographs.
- ◆ Last payslip received from the previous employer.
- ◆ Clearance from previous employer.
- ◆ Address Proof.
- ◆ Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- ◆ PF documents (Form 11 & Form 2).
- ◆ Reference sheet form.
- ◆ Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzlwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted



43

Letter of Interest

To J. GOWTHAMI BAI

16COC 41057

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

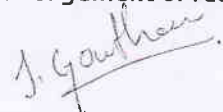
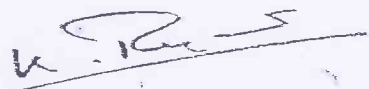
For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:



Raghavendra K  
Senior Vice President &  
Global Head- HRD

Signature:  
Issuer's Name: AMLAN  
Issuer's Emp. No.: 848225

Name: J. GOWTHAMI BAI  
Date: 21 MAR 19  
Location Bangalore

INFOSYS BPM LIMITED  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310  
Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411

16CQC41061

Dear Jatin,

Further to our discussions, we are pleased to offer you the position of Trainee-IT Recruiter in Bangalore on the terms and conditions mutually discussed and agreed upon.

The CTC will be Rs. 2, 00,000/- per annum, subject to changes, if any, in accordance to the prevailing law. In regard to confirm your joining you are required to submit the following at the earliest:

1. Relevant Original copies of Academic /Professional attainments and work experience, which shall be returned on completion of referral check & verification,
2. Proof for Date of Birth, Address, Appointment, Relieving letter & TDS certificate from last 2 employers, last three months' pay slips, and appointment letter of current employer.
3. Provide the Name, address, email-id & contact numbers of two people who are in a responsible position/status in the society and well known to you for us to conduct the referral check. Please keep them informed that they may get an email/call for that purpose.
4. Six latest passport sizes color Photographs.

You will be on the training for a period; thereafter clearing the evaluation process you will enter the probation for a period of 6 months from the date of confirmation which will be based on your performance. In lieu of the training provided by us, you agree to work with us for a period of minimum 12 months from the date of joining.

To confirm that you have read, understood & accepted the terms of this appointment, please sign & return the duplicate copy of this letter for us process your formal Offer Letter to you on joining the organization. You will be given the Offer/Appointment Letters once they have completed their Graduation & join our company.

We take the opportunity to thank you and also welcome you on board. Look forward to a long term association with you.

Description: Description:

Description: Description:

Description: id:024ae4e-2d25

Thanks & Regards,

Namratha R

Associate-Talent Acquisition & HR

Advent Global Solutions INC

MLR Brigade center

Vanl Villas road, Basavangudi

Bangalore 560004

Direct : +91-7337719123

Email: [namrathar@adventglobal.com](mailto:namrathar@adventglobal.com) | Web Site: <http://www.adventglobal.com>

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately and destroy all copies of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.



16CQC41061

Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019**Name** : Jatin K. Chandra**Location** : Karnataka,**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, , Bangalore, Karnataka - 560068

Dear Jatin K. Chandra,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.

- Passport size photographs.

- Last payslip received from the previous employer.

- Clearance from previous employer.

- Address Proof.

- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).

- PF documents (Form 11 & Form 2).

- Reference sheet form.

- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted \_\_\_\_\_



48

1600041065

Letter of Training

Dear Candidate,

**CONGRATULATIONS!**

You have been selected to attend the Training with NIIT for Accenture upon successful completion of the training you will going through the final panel round of interview. Further on your selection you will be appointed as **Customer Service Associate** based at Bangalore location.

A formal Offer letter with your date of joining will be issued to you upon your final selection by Accenture after completion of the training.

This letter is confidential and you agree and undertake to keep this letter and the contents thereof confidential. All the information shared with you at the time of selection process for the training regarding company shall be kept confidential.

The details for the training:

- NIIT, #74/2, 1st Floor, Sanjana Plaza, Elephant Rock Road, Jayanagar 3rd Block, Bengaluru, Karnataka 560011
- Date and time will be communicated to you shortly over phone as well as email.

You are informed to email the scan copy of the following documents at the earliest to [harish.k@niit.com](mailto:harish.k@niit.com)

- Updated Resume
- All Marks Cards (10th, 12th and Graduation)
- Aadhar Card.

For further details or clarification, please connect the under signed.

**Note: Please share your PDF format of your resume without fail to (Kavya.P@niit.com) mention in subject line your name and collage name**

Best wishes,

Jasbeer singh

Mobile: 8892692135

Email: [jasbeer.dabola@niit.com](mailto:jasbeer.dabola@niit.com)

*Note: This complete selection and training process is absolutely "FREE". NO money to be paid.*

---

**iPrimed: Capgemini Final round Selects**

4 messages

Chandrakanth &lt;Chandrakanth.P@iprimed.com&gt;

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: shruthi.r@iprimed.com, Umar.Ghafer@iprimed.com, Dhanya Satya &lt;dhanya.satya@iprimed.com&gt;

Dear Ms. Payal,

Capgemini Final round Results : 25 – Jan 2019

**No. of students attended : 11****No. of Selects : 08****No. of Rejects : 03****No. of students not attended : 02**

PFB

SI No	Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Aggregate %	Final Status Update from Capgemini
1	Krishna Mohan s	8904422627	krishnamohan2627@gmail.com	BCOM	2019	61	Reject
2	VARUN NARAIN CMS171901003	9880624310	varun5.vn@gmail.com	BCOM	2019	75	Select
3	DHANUSH N G 168 MC41091	9916231541	dhanushng98@gmail.com	BCOM	2019	72	Select
4	REVANTH MULA 16CQC26045	9886364274	revanth.tittu@gmail.com	BCOM	2019	74	Select
5	Pranitha .P P 16CQC41140	8867906498	pranitha178@gmail.com	BCOM	2019	85	Select
6	PRASHANT KUMAR JHA CMS161500041	9535102722	kumarjha.prashant19@gmail.com	BCOM	2019	74	Select
7	Abhishek Gowda K L	7338445557	abhishek3098gowda@gmail.com	BCOM	2019	75	Reject
8	Aditya Prakash Patil	6360561268	2adityapatil1997@gmail.com	BCOM	2019	65	Reject
9	Kanishka J 16CQC41065	9743413073	kanishkakani118@gmail.com	BCOM	2019	72	Select
10	NIKHILESH P 16CQC41101	9738916215	nikhilesh.p98@gmail.com	BCOM	2019	67	Select
11	Ankit Yama CMS161500006	8210398322	ankityama604@gmail.com	BCOM	2019	71	Select
12	Akash A M	9620996268	akasha.m885@yahoo.com	BCOM	2019	69	No Show
13	SHARVANI B S	8197134390	sharvanibs141@gmail.com	BCOM	2019	86.16	No Show

Regards,

Sal Chandrakanth

Sr. Campus Connect - Lead



+91-8050035709 +91-80-49567211 Chandrakanth.p@iprimed.com




 50  
 PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

## Request for Campus Recruitment Drive: Kotak Securities Ltd

reema.mathew@kotak.com <reema.mathew@kotak.com>  
 To: placement1@dayanandasagar.edu  
 Cc: sreelakshmy14@gmail.com

Fri, Jun 28, 2019 at 3:51 PM

Hi Payal

Thank you for all the support extended.

We had 6 students from your campus for interview, out of which 4 are been selected.

Mohammed Aleem
Swathi K R
Karthik D
Suraj J

17CQCMD077

166JC26052

16CQC41067 ✓

166JC41099

Since Swathi and Suraj have backlogs we are awaiting internal approval to onboard them and Karthik has to get his PAN to release offer letter.

Regards,

Reema

Ph: 95139 85895

**From:** PAYAL DSI PLACEMENT [mailto:placement1@dayanandasagar.edu]

**Sent:** 28 June 2019 15:49

**To:** reema mathew (HRD, KSL) <reema.mathew@kotak.com>

**Cc:** sreelakshmy m <sreelakshmy14@gmail.com>

**Subject:** Re: Request for Campus Recruitment Drive: Kotak Securities Ltd

**""The Sender of this email is from non Kotak domain""**





PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

**LOI- Shortlisted for HPE**

16C0C41068

Neha Chadha &lt;neha.c@randstad.in&gt;

Tue, Mar 19, 2019 at 10:56 PM

To: Kavyaraj8861s@gmail.com

Cc: Amit Singh &lt;amitkumar.s@randstad.in&gt;, placement1@dayanandasagar.edu, Neha Chadha &lt;neha.c@randstad.in&gt;

Dear Kavya,

We are pleased to inform that you have been shortlisted by Randstad India Private Limited for deploying your services to our client Hewlett Packard Enterprise.

The next step would be that you shall be interviewed by our Client HPE.

A provisional offer would be rolled out to you with the details of the position offered and the salary structure will be discussed / shared with you, upon selection in final round of an interview.

Should you have any queries, you may contact by phone / by email.

Neha Chadha  
Recruitment Specialist

**Randstad India Private Ltd.**

#147, 2nd Floor, Anjaneya Tech Park, Old Airport Road, Kodihalli  
Bangalore - 560 008, India  
neha.c@randstad.in  
www.randstad.in



[Quoted text hidden]



Dayananda Sagar Institutions

PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

16c @C41068

**LOI- Shortlisted for HPE****Neha Chadha** <neha.c@randstad.in>

Tue, Mar 19, 2019 at 10:56 PM

To: Kaviyaraj8861s@gmail.com

Cc: Amit Singh &lt;amitkumar.s@randstad.in&gt;, placement1@dayanandasagar.edu, Neha Chadha &lt;neha.c@randstad.in&gt;

Dear Kavya,

We are pleased to inform that you have been shortlisted by Randstad India Private Limited for deploying your services to our client Hewlett Packard Enterprise.

The next step would be that you shall be interviewed by our Client HPE.

A provisional offer would be rolled out to you with the details of the position offered and the salary structure will be discussed / shared with you, upon selection in final round of an interview.

Should you have any queries, you may contact by phone / by email.

Neha Chadha  
Recruitment Specialist

**Randstad India Private Ltd.**

#147, 2nd Floor, Anjaneya Tech Park, Old Airport Road, Kodihalli  
Bangalore - 560 008, India  
neha.c@randstad.in  
www.randstad.in

human

forward.

randstad

[Quoted text hidden]

52  
16E0C41068

Dear Kaya,

Further to our discussions, we are pleased to offer you the position of **Trainee-IT Recruiter** in **Bangalore** on the terms and conditions mutually discussed and agreed upon.

The CTC will be **Rs. 2, 00,000/- per annum**, subject to changes, if any, in accordance to the prevailing law. In regard to confirm your joining you are required to submit the following at the earliest:

1. Relevant Original copies of Academic /Professional attainments and work experience, which shall be returned on completion of referral check & verification,
2. Proof for Date of Birth, Address, Appointment, Relieving letter & TDS certificate from last 2 employers, last three months' pay slips, and appointment letter of current employer.
3. Provide the Name, address, email-id & contact numbers of two people who are in a responsible position/status in the society and well known to you for us to conduct the referral check. Please keep them informed that they may get an email/call for that purpose.
4. Six latest passport sizes color Photographs.

You will be on the training for a period; thereafter clearing the evaluation process you will enter the probation for a period of 6 months from the date of confirmation which will be based on your performance. In lieu of the training provided by us, you agree to work with us for a period of minimum 12 months from the date of joining.

To confirm that you have read, understood & accepted the terms of this appointment, please sign & return the duplicate copy of this letter for us process your formal Offer Letter to you on joining the organization. You will be given the Offer/Appointment Letters once they have completed their Graduation & join our company.

We take the opportunity to thank you and also welcome you on board. Look forward to a long term association with you.

Description: Description:

Description: Description:

Description: cid:021001e-2d35

Thanks & Regards,

Namratha R

Associate-Talent Acquisition & HR

Advent Global Solutions INC

MLR Brigade center

Vani Vilas road, Basavangudi

Bangalore 560004

Direct : +91-7337719123

Email: [namrathar@adventglobal.com](mailto:namrathar@adventglobal.com) | Web Site: <http://www.adventglobal.com>

The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately and destroy all copies of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.





Bhanumathi K N &lt;bhanumathi.kn@gmail.com&gt;

**Fwd: CONGRATULATIONS!**

16C0041068

**PAYAL DSI PLACEMENT** <placement1@dayanandasagar.edu>  
To: BHANUMATHI.KN@gmail.com

Mon, May 20, 2019 at 3:24 PM

TAKE 6 PRINTS

*Payal Mandal*

*Manager - Training & Placement  
Dayananda Sagar Institutions  
Shavige Malleshwara Hills,  
Kumaraswamy Layout,  
Bangalore, Karnataka  
Mobile: +91 9916986979  
Landline: 080-42161749*

[www.dayanandasagar.edu](http://www.dayanandasagar.edu)

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

From: **Jasbeer Singh Dabola** <Jasbeer.Dabola@niit.com>

Date: Mon, May 20, 2019 at 12:38 PM

Subject: CONGRATULATIONS!

To:

Cc: Harish Setty K &lt;Harish.K@niit.com&gt;, Kavya N P &lt;Kavya.P@niit.com&gt;

**Letter of Training****Dear Candidate,****CONGRATULATIONS!**

You have been selected to attend the Training with NIIT for Accenture upon successful completion of the training you will going through the final panel round of interview. Further on your selection you will be appointed as **Customer Service Associate** based at Bangalore location.

A formal Offer letter with your date of joining will be issued to you upon your final selection by Accenture after completion of the training.

This letter is confidential and you agree and undertake to keep this letter and the contents thereof confidential. All the information shared with you at the time of selection process for the training regarding company shall be kept confidential.

<https://mail.google.com/mail/u/0?ik=cdd60cba69&view=pt&search=all&permmsgid=msg-f%3A1634044231178400595&siml=msg-f%3A16340442311...> 1/3

**The details for the training:**

- NIIT, #74/2, 1st Floor, Sanjana Plaza, Elephant Rock Road, Jayanagar 3rd Block, Bengaluru, Karnataka 560011
- Date and time will be communicated to you shortly over phone as well as email.

You are informed to email the scan copy of the following documents at the earliest to [harish.k@niit.com](mailto:harish.k@niit.com)

- Updated Resume
- All Marks Cards (10th, 12th and Graduation)
- Aadhar Card.

For further details or clarification, please connect the under signed.

**Note: Please share your PDF format of your resume without fail to ([Kavya.P@niit.com](mailto:Kavya.P@niit.com)) mention in subject line your name and collage name**

Best wishes,

Jasbeer singh

Mobile: 8892692135

Email: [jasbeer.dabola@niit.com](mailto:jasbeer.dabola@niit.com)

*Note: This complete selection and training process is absolutely "FREE". NO money to be paid.*

---

Visit us at: <http://www.niit.com>

Follow us on: <http://www.twitter.com/niitltd>

---

**JD - Telligent Support LLP****Sekar Srinivasan** <sekar.srinivasan@teambler.com>

Thu, Mar 7, 2019 at 6:14 PM

To: placement1@dayanandasagar.edu

Cc: Vinay Sachdev &lt;vinay.sachdev@teambler.com&gt;, Rashmya &lt;rashmya@teambler.com&gt;, Manoj Kumar &lt;manoj.kumar@teambler.com&gt;

Hi Payal,

Please find the status of students mentioned below.

Sno	Name	DOI	DOB	Contact No	Email ID	Status
1	TABISH ANSARI	7-Mar-19	8-Oct-98	8050497347	tabi.ansari@gmail.com	Test Reject
2	RANGANATHA	7-Mar-19	20-Jul-99	7022280797	ranganath0707@gmail.com	Test Reject
3	SHRUTHI	7-Mar-19	22-Apr-97	9830118561	shrutipandeyhwh@gmail.com	Test Reject
4	ANIKTHA RAMYA	7-Mar-19	30-Aug-97	9972879484	ankitharamyajamdur@gmail.com	Operation Reject
5	NISAMUDHEEN	7-Mar-19	24-Dec-97	9539618415	nisamv97@gmail.com	Test Reject
6	SYED	7-Mar-19	12-Apr-98	8660470792	syedliyakath12498@gmail.com	Select(Offered) 16CQC41193
7	AJITHA ANGELIN	7-Mar-19	15-Jun-96	9902272558	ajithaangel15@yhaoo.com	Select(Offered)
8	MULA REVATH	7-Mar-19	18-Jun-97	9886364274	revanth.titu@gmail.com	Select(Offered)
9	KAVYA R	7-Mar-19	15-Jan-98	9036364625	kavyaguru017@gmail.com	Select(Offered) 16CQC41068

Regards

Sekar S

**From:** PAYAL DSI PLACEMENT [mailto:placement1@dayanandasagar.edu]**Sent:** 06 March 2019 12:26**To:** Sekar Srinivasan**Cc:** Rashmya; Vinay Sachdev**Subject:** Re: FW: JD - Telligent Support LLP

Sharing a revised list for your reference.

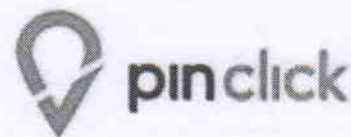
Payal Mandal  
Manager - Training & Placement  
Dayananda Sagar Institutions  
Shavige Malleshwara Hills,  
Kumaraswamy Layout,  
Bangalore, Karnataka  
Mobile: +91 9916986979  
Landline: 080-42161749



16C8CH1095  
2019

55

B-Com



11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear MOHAMMED AMAAN,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
Employee Details	Name	MOHAMMED AMAAN	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	<b>Allowance(3-4 Meeting Per day)</b>	<b>6000</b>	<b>72,000</b>
E	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
<b>Allowance*</b>	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<b>Note:</b> * Performance Enhanced Incentives Is Target Based. * The Offer/ Salary Is Subjective To Completion Of Training *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.			



## Capgemini Final round Results - Feb'07

Chandrakanth <Chandrakanth.P@iprimed.com>

Tue, Feb 12, 2019

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Dhanya Satya <dhanya.satya@iprimed.com>, Umar.Ghaffer@iprimed.com, Shruthi <shruthi.r@iprimed.com>

Dear Payal,

Sharing you the Final Round Results of Capgemini conducted on Feb - 07

No. of Students : 12

Rejects : 0

Selects : 07

No show : 05

PFB

Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Final Status Update from Capgemini	College Name
Monish N 16CQC41106	9740500347	monishnagaraj.35@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Ankitha Ramya Jandur 1667C26806	9972879484	ankitharamyajandur@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Vyshnavi pasuparthi	8861719677	vyshnavikutti3@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Shahda Khan	7795135074	khanshahdakhan@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Manoj Kumar Chaudhary	9454098102	manojchaudharymc0@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Bhagyashree Murthy	9019361999	bhagyabmk304@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Tabish null Ansari 16CQC41194	8050497347	tabi.ansari@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Mohith N 16CQC41105	8884104132	mohithakil555@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Amith null Pawar 16CQC41015	9902016883	amithpawar52@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Kavya Null R	8861759586	kavyaraj8861s@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Srikanth K 16CQC41183	9844274761	srikanthkeshav1998@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Aishwarya 16CQC41009	8867171136	itsaishwarya04@gmail.com	BCOM	2019	Select	Dayanad Sagar College

Regards,

Sai Chandrakanth

Sr. Campus Connect - Lead



16CAC41106

56

## iPrimed: Confirmation Letter - Capgemini

1 message

Chandrakanth <Chandrakanth.P@iprimed.com>  
Cc: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Mon, Apr 1, 2019 at 5:21 PM



A NASSCOM Member



Dear Candidate,

### **Congratulations!!!**

This is with reference to the interview you had with **Capgemini**. **Capgemini SE**, is a French multinational information technology consulting corporation headquartered in Paris, France.<sup>[3]</sup> It provides IT services and is one of the world's largest IT consulting, outsourcing and professional services companies with almost 190,000 employees in over 40 countries.

We are delighted to inform you that you have cleared your interview and have been selected to attend on the job training.

Your training duration will be for 4 - 6 weeks. \*(Dates will be announce after successful completion of your Exams)

**On successful completion of the training, you will be posted in Capgemini.**

**Designation:** Process Associate (NON- VOICE profile) – Finance &Accounts

**Training date and location will be shared shortly.**

**Documents to Carry:** Address proof, Government ID Proof, Educational Documents (Worksheets, Graduation Certificate), Updated Resume, Hard copy of this e-mail.

Good Luck for your training.

Regards,





## Internship Proposal

Sonia Singh <sonia.gridlle@gmail.com>

Wed, Dec 19, 2018 at 5:07 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: "srikanth.r.s.nair" <srikanth.r.s.nair@gmail.com>, Smriti Simantika <smriti.gridlle@gmail.com>

Dear Ms. Payal Mandal,

We have short listed the students for Internship. For the orientation there were only 16 students who showed up. These are the selected students

AAQIB AHMED R	RAFIQ AHMED	MALE	ahmedaaqib98@gmail.com	8867357742
SATHISH C K	KUNNE GOWDA	MALE	sck9399@gmail.com	9972725413
RAKSHITHA R	RAMAKRISHNA P	FEMALE	Rakshita1317@gmail.com	7899047372
TABISH ANSARI	ABDUL BASIT ANSARI	MALE	tabi.ansari@gmail.com	8050497347
MOHAMMED UMAR	ANSAR PASHA	MALE	umam0231@gmail.com	9066393211
MRUDULA C	SREEMALI C	FEMALE	mrudula479@gmail.com	7026227007
MULA REVANTH	M VENKATESWARA RAO	MALE	revanth.tittu@gmail.com	9886364274
B S SHARVANI	V R SRIDHAR	FEMALE	sharvanibs@gmail.com	8197134390
TRISHALA R	RAJENDRA M.	FEMALE	trishalaraj8@gmail.com	9900225439
PARVATHY J	R JAGANNATH	FEMALE	paru.cutiepie@gmail.com	9901276670

160241148  
160241194  
160241107

We will conduct a training program for them on 5th Jan 2019, at Century Club Bangalore starting at 3pm.

We would like you to inform the selected students regarding the training dates and venue

Thanks and Regards,

Sonia Singh  
Gridlle Technologies Pvt Ltd  
+91 9986440998

[Quoted text hidden]

[Quoted text hidden]

<Gridlle technologies \_ BBA BCOM.xlsx>

**Letter of Interest**

To MRUDULA · C

160004107

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

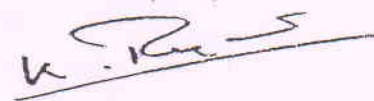
We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

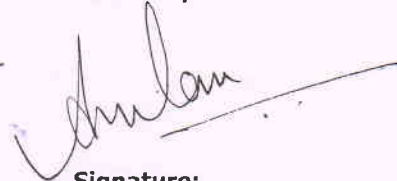
The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. '080-40670678

Yours sincerely,

**For Infosys BPM Ltd.****Issued By:****Acknowledgement of receipt:**


**Raghavendra K**  
Senior Vice President &  
Global Head- HRD



**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225

**Name:** MRUDULA · C  
**Date:** 21 Mar 2019  
**Location:** BANGALORE

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310

Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411

**iPrimed: Capgemini Final round Selects**

4 messages

Chandrakanth &lt;Chandrakanth.P@iprimed.com&gt;

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: shruthi.r@iprimed.com, Umar.Ghafer@iprimed.com, Dhanya Satya &lt;dhanya.satya@iprimed.com&gt;

Dear Ms. Payal,

Capgemini Final round Results : 25 – Jan 2019

No. of students attended : 11

No. of Selects : 08

No. of Rejects : 03

No. of students not attended : 02

PFB

Sl No	Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Aggregate %	Final Status Update from Capgemini
1	Krishna Mohan s	8904422627	krishnamohan2627@gmail.com	BCOM	2019	61	Reject
2	VARUN NARAIN CMS171901003	9880624310	varun5.vn@gmail.com	BCOM	2019	75	Select
3	DHANUSH N G 168 MC41091	9916231541	dhanushng98@gmail.com	BCOM	2019	72	Select
4	REVANTH MULA 16CQC26045	9886364274	revanth.tittu@gmail.com	BCOM	2019	74	Select
5	Pranitha .P .P 16CQC41140	8867906498	pranitha178@gmail.com	BCOM	2019	85	Select
6	PRASHANT KUMAR JHA CMS161500041	9535102722	kumarjha.prashant19@gmail.com	BCOM	2019	74	Select
7	Abhishek Gowda K L	7338445557	abhishek3098gowda@gmail.com	BCOM	2019	75	Reject
8	Aditya Prakash Patil	6360561268	2adityapatil1997@gmail.com	BCOM	2019	65	Reject
9	Kanishka J 16CQC41065	9743413073	kanishkakani118@gmail.com	BCOM	2019	72	Select
10	NIKHILESH P 16CQC41101	9738916215	nikhilesh.p98@gmail.com	BCOM	2019	67	Select
11	Ankit Yama CMS161500006	8210398322	ankityama604@gmail.com	BCOM	2019	71	Select
12	Akash A M	9620996268	akasha.m885@yahoo.com	BCOM	2019	69	No Show
13	SHARVANI B S	8197134390	sharvanibs141@gmail.com	BCOM	2019	86.16	No Show

Regards,

Sal Chandrakanth

Sr. Campus Connect - Lead



+91-8050035709 +91-80-49567211 Chandrakanth.p@iprimed.com







PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

## Requesting for Resumes of Student who have appeared for Online Assessments - ResourcePro

Sagri Gupta &lt;Sagri\_Gupta@resourcepro.in&gt;

Mon, Apr 8, 2019 at 5:38 PM

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: CHINMAY KUMAR &lt;ckd@myanatomy.in&gt;, KIRAN KOTIAN MYANATOMY &lt;ksk@myanatomy.in&gt;, K M JaiKumar MyAnatomy &lt;jaikumar@myanatomy.in&gt;, GuruPrasad MyAnatomy &lt;guruprasad@myanatomy.in&gt;, Rupali Kaur MyAnatomy &lt;rupalik@myanatomy.in&gt;, Jyoti Prakash &lt;jyotip@myanatomy.in&gt;, campusplacementsdsi &lt;campusplacementsdsi@dayanandasagar.edu&gt;, Rahul Chatterjee MyAnatomy &lt;rahulc@myanatomy.in&gt;

Dear Payal Mam,

### Greetings from ReSourcePro and Congratulations!

Please find below list of the students who have cleared our Final Interview process.

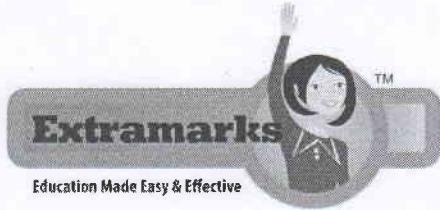
Name	E-Mail	College Name
Pranitha P 16CQC41140	pranitha178@gmail.com	Dayananda Sagar
Revanth Mula 16CQC26045	revanth.tittu@gmail.com	Dayananda Sagar
Aarthilaya S 16CQC41002	aarthilaya.s18@gmail.com	Dayananda Sagar
Kanishka J 16CQC41065	kanishkakani116@gmail.com	Dayananda Sagar

Thanks &amp; Regards,

Sagri

SAGRI GUPTA

EXECUTIVE - TALENT



57  
1600041110

Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019  
**Name** : Nameera Rabbani  
**Location** : Karnataka,  
**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, , Bangalore, Karnataka - 560068

Dear Nameera Rabbani,

Subject : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted

**iPrimed: Capgemini Final round Selects**

4 messages

Chandrakanth &lt;Chandrakanth.P@iprimed.com&gt;

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: shruthi.r@iprimed.com, Umar.Ghafer@iprimed.com, Dhanya Satya &lt;dhanya.satya@iprimed.com&gt;

Dear Ms. Payal,

Capgemini Final round Results : 25 – Jan 2019

No. of students attended : 11

No. of Selects : 08

No. of Rejects : 03

No. of students not attended : 02

PFB

Sl No	Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Aggregate %	Final Status Update from Capgemini
1	Krishna Mohan s	8904422627	krishnamohan2627@gmail.com	BCOM	2019	61	Reject
2	VARUN NARAIN CMS171901003	9880624310	varun5.vn@gmail.com	BCOM	2019	75	Select
3	DHANUSH N G 168 MC41091	9916231541	dhanushng98@gmail.com	BCOM	2019	72	Select
4	REVANTH MULA 16CQC26045	9886364274	revanth.tittu@gmail.com	BCOM	2019	74	Select
5	Pranitha .P P 16CQC41140	8867906498	pranitha178@gmail.com	BCOM	2019	85	Select
6	PRASHANT KUMAR JHA CMS161500041	9535102722	kumarjha.prashant19@gmail.com	BCOM	2019	74	Select
7	Abhishek Gowda K L	7338445557	abhishek3098gowda@gmail.com	BCOM	2019	75	Reject
8	Aditya Prakash Patil	6360561268	2adityapatil1997@gmail.com	BCOM	2019	65	Reject
9	Kanishka J 16CQC41065	9743413073	kanishkakani118@gmail.com	BCOM	2019	72	Select
10	NIKHILESH P 16CQC41101	9738916215	nikhilesh.p98@gmail.com	BCOM	2019	67	Select
11	Ankit Yama CMS161500006	8210398322	ankityama604@gmail.com	BCOM	2019	71	Select
12	Akash A M	9620996268	akasha.m885@yahoo.com	BCOM	2019	69	No Show
13	SHARVANI B S	8197134390	sharvanibs141@gmail.com	BCOM	2019	86.16	No Show

Regards,

Sal Chandrakanth

Sr. Campus Connect - Lead



+91-8050035709 +91-80-49567211 Chandrakanth.p@iprimed.com





**\*IBM Confidential - IBM Campus Drive -DSI**

Karthik K Srirama <kasrirak@in.ibm.com>  
 To: placement1@dayanandasagar.edu  
 Cc: Deepak A Kumar2 <deepakkumar@in.ibm.com>

Fri, Jun 21, 2019 at 10:32 AM

Dear Placement officer,

PFB details for the students shortlisted from the event held at you college on 12-Feb-2019. We would be initiating the offer process for the short-listed students at the earliest.

Thank you for all your support and apologies for the delay.

Event Name	Event Date	Event Location	Candidate Name	Mobile No	Emai ID	College Name	Remarks
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lavanya Krishna B	8722172014	lavanyakrishnabk@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	N Hepsiba Monica	8904865189	hepi465@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rabiya Tabussum	9741053020	rabishot@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sahanashree B A	8971288724	sahnashree@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	J.Gowthami Bai	8147079346	plam TG CQC41057 jgowthamisingh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pruthvi C	9448982897	pruthvi.shekar1347@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	P.Amrita	8971363441	amrithabghs@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Yashaswini N	9742350350	yashunatesh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Parameshwari R	7090739122	roshini.rose777.pr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sai Nikhil N	9986800682	DSBSPGDMA1719 nikhilnick@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Syed Abdul Rehman	8867356768	syedabdulrehman886@gmail.com	Dayanand Sagar Institutions	Shortlisted



Dayanand Sagar Institutions	12-Feb-19	Bangalore	Taufeeq Ahmad Gani	9108699055	taufeeqahmad99@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	TUSHAR SHARMA	8792280092	tushar.shams@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Dheeraj S	8277703966	166JC26016 dheerajr06@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rahul Prasad Singh	9663501920	rahulprasadsingh1857@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Amith Pawar	9902016883	B.COM 16CQC41015 amithpawar52@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mula Revanth	9886364274	B.AO 16CQC26045 revanth.tittu@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhavana D kumar	9731030814	bhavanakumar3030@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pragathi C Acharya	9739316763	pragathi.acharya.c@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Ramesh Kumar	9008852142	arjunroy32044@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	NIKHILESH P	9738916215	B.COM 16CQC41121 nikhilesh.p98@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Aatir Mohammed	7259795512	aatir.md@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mrityunjay Nutan	9740952911	mrityunjaynutan@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rishabh Thakur	7349524079	rishabh.thakur2317@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhoomika R	9902739039	bhoomika.ranganath.98@outlook.in BMS1613B0009	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Impana Suresh	9449279238	impanasureshblr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Navaneetha Suresh	9901276646	navaneetha2507@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lalitha Shree	9611865908	12lalitha@gmail.com	Dayanand Sagar Institutions	Shortlisted

**Karthik Srirama**  
Recruitment Delivery



Letter of Interest

To NIKHILESH.P

1600041121

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

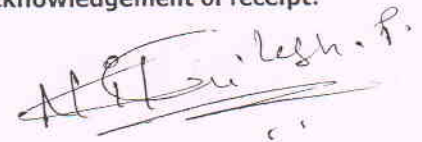
Acknowledgement of receipt:



**Raghavendra K**  
 Senior Vice President &  
 Global Head- HRD



**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225



**Name:** NIKHILESH.P.  
**Date:** 21-Mar-2019  
**Location:** BANGALORE.

**INFOSYS BPM LIMITED**  
 (Formerly Known as Infosys BPO Limited)  
 CIN: U72200KA2002PLC030310  
 Plot Nos. 26/3, 26/4 and 26/6  
 Hosur Road, Electronics City  
 Bengaluru - 560 100, India  
 T 91 80 2852 2405  
 F 91 80 2852 2411





61  
160004134  
Extramarks Education India Private Limited  
D-180, Sector-63, Noida, U.P. - 201301, India  
Ph. : +91-120-4175300

**Date** : 29-May-2019  
**Name** : Pooja K  
**Location** : Karnataka,  
**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutinagar, ,  
Bangalore, Karnataka - 560068

Dear Pooja ,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzlwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted

**Registered Office** : 506, Surya Kiran Building, 19 K.G. Marg, Connaught Place, New Delhi - 110 001.  
**Ph. : +91-011-40392333 / Fax : +91-011-23733114/ CIN : U80900DL2015FTC283323 / [www.extramarks.com](http://www.extramarks.com)**

16CQC41136 63  
B. low vi Sem.  
Prajwal Gowda N

**PRIVATE & CONFIDENTIAL**

Date: 6<sup>th</sup> June 2019

**Prajwal Gowda,**

Dear **Prajwal,**

With reference to your application, we are pleased to inform you of the offer of employment with **ONE ON ONE LINKS PRIVATE LIMITED**. With effect from *June 24<sup>th</sup> 2019*, subject to your acceptance of the following terms and conditions of service:

**1. APPOINTMENT**

You will be appointed to the position of *Management Trainee* in the employment of **ONE ON ONE LINKS PRIVATE LIMITED**. As *Trainee*, you will report to such officer of the Company as may be specified from time to time.

- 1.2 You will initially be located at Bangalore. The Company may transfer you to any other location/ department or any affiliate or associate company, it deems necessary. As a part of your employment, you may have to undertake national and/ or international travel.

**2. PROBATION**

You will be on a probationary period of six months from the date of joining. Your Probation period is subject to extension at the sole discretion of the Company. On completion of six months, unless confirmed in writing, it is deemed that your probation is extended further for an additional period of six months.

**3. EMOLUMENTS, Performance income and incentives**

Your annual compensation including basic salary, performance income and incentive is INR 4,80,000. Your annual income comprises of fixed compensation, variable compensation and other benefits. For Salary, refer Annexure A for detail breakup.

Subject to applicable laws and the Company's qualifying criteria, you will be entitled to Employee Benefit Schemes such as, Provident Fund, Gratuity that may be introduced by the Company from time to time.

**4. LEAVE ENTITLEMENT**

During the probation period you will not be entitled for any leave and leave taken during that period be taken will be taken as Leave without Pay.

You will be entitled to leave as per the rules of the Company in force from time to time.

**5. DUTY HOURS**

It's a 24/7 operation, 48 hours a week as advised by the Management from time to time.

Office timing will be 9 AM to 6 PM

Saturday will be half day.

**6. Address for Communication**

Your address with the company is recorded as follows:

**15. GOVERNING LAW & JURISDICTION**

This Agreement, and the interpretation thereof, and any disagreements or disputes arising under this Agreement, shall be subject to and governed by laws of India. You agree to submit to the exclusive jurisdiction of the courts at Bangalore for the purposes of this Agreement.

Please confirm your acceptance of these terms and conditions of employment by signing and returning the duplicate copy of this letter to us within two weeks from the date hereof, failing which this offer shall lapse automatically.

We look forward to welcoming you to **ONE ON ONE LINKS PRIVATE LIMITED**

Yours sincerely,

Name: **R.Subhash**  
Title: **Manager**

I understand and accept the offer, and the terms and conditions of employment as described in this letter.

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



16CQC4136

## OFFER OF EMPLOYMENT – GUEST EXPERIENCE EXECUTIVE

Dear Mr PRAJWAL GOWDA,

We are pleased to offer you the position of Guest Experience Executive. We believe you will be a good addition to our team and are looking forward to having you on board. You will report directly to the undersigned. This position is in-house at our Bengaluru offices and may demand travel as per need.

As we discussed, your salary will be 14,000 during the probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to your performance.

**COMMENCEMENT OF EMPLOYMENT**

Your date of appointment will be effective from July (Tentative by 1 week of July)

**About TripThrill**

TripThrill Brand is a homestay curation and management company owned by Velvet Home Stays Pvt. Ltd. We help Individual, Families and Groups (Corporates, Wedding Planners, Event Managers, Party Planners) plan and enjoy the benefit of staying in our handpicked accommodations in destinations across India and abroad. With our organization, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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

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

**Job Title : Guest Experience Executive****Job description :**

End to End Guest management which includes : (Booking Inquiry --> Query Resolution --> Offer --> Deal Closure --> Invoicing and money collection --> On boarding --> Feedback), Property Listing on OTA's, Availability Check with Home owners, Host engagement.

- 1) Responsible for making the stay of guest pleasant, memorable and comfortable
- 2) Grievance Management - Coordinate and manage communication between guests and staff and follow up to ensure no customer concerns grievances.
- 3) Promote all homestay amenities, conveniences and programs offered
- 4) Ensure that the facility operates efficiently within the guidelines of all policies and procedures
- 5) Collect payments, maintain data about all funds and expenditures
- 6) Supervise day-to-day operations, and ensure that the host meets the quality standards
- 7) Ensure check-in and check-out procedures are carried out in a warm and friendly manner



- 8) Liaison with Operations Manager to resolve any issue pertaining to guest complaints/feedback and follow up with them
- 9) Provide immediate assistance to guests as requested
- 10) Ensure clean stay premises by Host to guests
- 11) Ensure and provide professional guest service
- 12) Responsible to carry out schedule according to itinerary
- 13) Work towards achieving set goals, present ideas for continuous improvement.

Start Date: July (Tentative by 1 week of July)

Compensation: CTC INR 3.25 to 3.6 Lakh per Annum.

- Monthly Remuneration INR 14,000/-per month
- Incentive or Variable (Sales Based) -INR 0 to INR 10,000/-per month (60,000/-)
- Performance Bonus - At Management Discretion
- Other Perks -Communication Expenses (INR 6,000/-)

*(Note: Statutory requirements of PF and ESI, as applicable, shall be deducted from the Monthly Remuneration and the relevant details shall be shared with you)*

Probation Period: The in hand salary will be INR 14,000 per month during probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to their performance. The joining date would be in July (would like to know the end date of their examination, please share the same once you get the details).

Incentives: As per month plan or at management discretion.

Notice period: A Notice period of 30 days is required for termination of the employment.

Reporting: You will be reporting to Lead / Mentor Operations Team.

Code of Conduct :

- a) During the period of employment, you will serve honestly, faithfully, diligently and efficiently for the growth of the Company. You shall honor your obligations under this Agreement and any other agreement that you may be required to sign with the Company.
- b) Your conduct shall be in conformity with the code of conduct, as in force from time to time. Further, you shall carry out the instructions in letter and spirit, given by your superiors and shall not disobey any instructions given.
- c) You shall not indulge in any unethical practices like "go slow" or non-cooperation during the course of your employment with the Company.
- d) You would be required to apply and maintain the highest standards of professional and personal conduct and integrity and comply with all the policies and procedures of the Company including but not limited to policies related to Confidential Information (*defined hereinafter*). These policies are updated on a periodical basis and may be introduced from time to time. As and when this happens, you will be notified and you will be required to comply with the same.
- e) Should the need for disciplinary action be deemed necessary, this will be taken in accordance with the Company's policies and procedures.

Leave & Holidays:



- a) You are entitled to 1.5 Days of paid leaves every month, and such other holidays as declared by the management of the Company.
- b) Sick Leave of 8 days per year (Valid proof may be asked for, before approval).
- c) You may be called for work on holidays if the exigencies of work so require. In view of your position, it may be necessary for you to attend to your duties at odd hours.
- d) Any leave not sanctioned in advance will be treated as unauthorized absence and will attract loss of pay or even termination from job as deemed suitable by management. Leave is not a matter of right and must be applied in advance for availing leaves.

#### Confidentiality

- a) "Confidential Information" shall include, but is not limited to, any trade secret, technique, strategy, component, concept, program, report, study, memorandum, correspondence, documentation, information, manual, record, data, technology, product, plan, design, procedure, method, invention, sample, notes, summaries, analyses, compilations and other writings, cell lines and procedures and formulations for producing any such sample, medium, product, heater, and/or cell line, process, formula or test data relating to any research project, work in progress, future development, engineering, manufacturing, marketing, pricing, billing, servicing, financing, personnel matter, present or future products, sales, suppliers, clients, customers, employees, investors, or any other information which the Company provides to the Employee or which the Employee is exposed to as a result of the employment, whether in oral, written, graphic or electronic form and whether or not such information is identified as such by an appropriate stamp or marking and shall include any such information disclosed by the Company to the Employee in relation to the Company's business, projects or in relation to the business of the Company.
- b) At all times you will maintain absolute confidentiality about all matters relating to the business and projects of the Company. You will not disclose any information or documents to any external party whilst in the employment of the Company or thereafter.
- c) All Confidential Information is and shall remain the property of the Company, or in the case of information that the Company receives from a third party which the Company is obligated to treat as confidential, then the property of such third party.

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

For Velvet Home Stays Private Limited,

Authorized Signatory

I hereby accept the terms of my appointment as stated in this letter :



Sign

Name: PRADWAL GOWDA N





## Opportunity with TripThrill

1 message

Human Resources <hr@tripthrill.com>

Fri, May 10, 2019 at 11:09 AM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Dear Payal,

We are happy to share you the list of students that are selected.

Offer	Role
Navyashreem	Guest Experience Executive (GEE)
Prajwal Gowda	
K Prakash	
Harshajith	

The in hand salary will be INR 14,000 per month during probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to their performance. The joining date would be in July (would like to know the end date of their examination, please share the same once you get the details).

Would request you to share student consent on acceptance of offer.

Also, we are sharing you the list of students that we kept on hold, in case not all the students in the above list accepts the offer, we will select one from the list below.

1. Nethravathi
2. Sandeep k. A.
3. Naveena
4. Prajwal Kotegar

Regards

HR Department,

TripThrill.



PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

62  
AEGIS - MBA/BCA

## RE: Dayananda Sagar Institutions: Invitation For Campus Recruitment 2019

Anuja Aroman . <anuja.aroman@aegisglobal.com>

Thu, Apr 4, 2019 at 3:18

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Ramya M <ramya.m@in.aegisglobal.com>, VIJAY KUMAR T N <VIJAYKUMAR.TN@aegisglobal.com>

Hi Payal,

The names of the students who are shortlisted are :

- Prajwal Gowda N 16CQC41136 - Room
- Swathi K R 166JC26052
- Naveena P 16CQC26048
- Shikha Sinha 166JC26047
- Aishwarya B Yaligar 16CQC41009 - Room
- Shruti Pandey 166JC26048

You can inform these shortlisted students to collect their Letter of Intent from us.

Regards,

Anuja Aroman | Manager – Human Resources |

Aegis Customer Support Services Private Limited, GNR Complex,

Garvebhavi Palya, Kudlu Gate, Hosur Main Road, Behind Trident Hyundai, Bangalore – 560068

C : 08066376666 – VOIP- 6742 |

Email – anuja.aroman@aegisglobal.com | www.aegisglobal.com

**AEGIS**

Aon.  
**BESTEMPLOYER**  
#AON | 2018

Life without a goal is just like walking with your eyes closed

62

1600041140

vantage:agora.

Feb 27, 2019

Dear Pranitha P,

Vantage Agora Marketing Private Limited, is pleased to offer you the position of **Junior Insurance Analyst**. We trust that your knowledge, skills and expertise will be among our most valuable assets. We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and condition.

1. **Date of Joining:** 1<sup>st</sup> July 2019
2. **Remuneration:** 2,00,000 per annum. The details are given in **Annexure -A**
3. **Location of work:** You will be joining the Vantage Agora Marketing Pvt Ltd office at, Pixel Park A, 4<sup>th</sup> Floor, PES South Campus, Hosur Road, Bengaluru 5601000
4. **Documents:** Below are the documents that are required to be scanned in the jpg format and sent Via mail by 6<sup>th</sup> March 2019:
  - All educational certificate
  - Address proof and ID proof (Pan Card, Aadhar Card, Voter ID, Passport)
  - 2 Reference letters (Family and Friend)
  - Experience Certificate and last 3 months pay slip if any
  - Please carry 2 passport size photos on joining date
5. **Benefits:** Every employee is liable for "Employees contribution "to Provident fund (P.F), Employees state Insurance (ESI) besides He/ She is liable for payment of Income tax, Professional tax, as applicable as per Government stipulations. These amounts will be deducted by the company from the gross salary.
6. **Vacation:** You have the privilege of getting approved Indian holidays along with one-day paid leave in a month (12 Leaves in a year). Your weekly offs are on Saturday and Sundays except for one week, every quarter which will be six working days.
7. **Terms and conditions:**
  - During your employment with the company you shall adhere to all policies of the company. Please review the policy when you join the organization.
  - You must sign a one-year service agreement with VA during which you will be on probation for a period of six months on the satisfactory completion you will be a confirmed employee of the organization.
  - You will have to submit your original 10<sup>th</sup> marks card which will be returned to you on completion of your agreement period.
  - Your payment for any month will be in direct proportion to the number of days you are present. The salary cycle is from 26<sup>th</sup> of one month to 25<sup>th</sup> of the next month.
  - Your appraisals will be calculated in the month of July 2020, based on your performance
  - If you do not abide with the rules mentioned above, you will be terminated from your services with Vantage Agora. We expect you to keep your work strictly confidential and not divulge or disclose to any outsider or others either during your employment or after, any information related to the company, its employee's, or associates.

To accept this Job Offer, sign, and date this letter where indicated on the following page. Please note if you do not send acceptance by email by March/06/2019 we will assume that you are not interested in the offer.

Pixel Park A 4th Floor PES South Campus  
Electronic City Hosur Road Bengaluru 560100

080.67.59.7508  
vantageagora.com

© Copyright 2004-2018 Vantage Agora. All Rights Reserved



## Annexure A

	Earning	Amount
1 (a)	BASIC **	8968
1 (b)	D.A. **	4462
1 (c)	Flexible	942
1 (d)	<b>GROSS SALARY</b>	<b>14372</b>

Apart from the above gross salary the company contributes to PF and ESI to your account as below,

Company contributions	Amounts	Totals
Company's contribution to Provident Fund (P.F.)	1612	
Company's contribution to Employees State Insurance (E.S.I.)	683	
Total	2295	
<b>Cost to Company (CTC)</b>		<b>16,667</b>
<b>CTC per Annum</b>		<b>2,00,000</b>

Employee Salary and Liabilities	Amounts	Totals
Gross Salaries		13430
Less (a) Employees contribution to P.F.	1612	
(b) Employees contribution of E.S.I.	252	
Sub total		1864
<b>Net salary if worked for the full month</b>		<b>12,508</b>

P.F: The amount paid to P.F (The company's contribution and your contribution) will be as savings in your P.F account

ESI: The amount paid to ESI (The Company's contribution and your contribution) is for the medical treatment for you and your family.

vantage:agora.

If you accept this job offer, your hire date will be on the day that you attend new-hire orientation. Plan to work for the remainder of the business day after new-hire orientation ends.

We at Vantage Agora hope that you'll accept this job offer and look forward to welcoming you aboard.

Sincerely,



**Jagadish Shetty**  
Head of Human Capital & Administration  
Vantage Agora Marketing Private Limited

**Accept Job Offer:**

By signing and dating this letter below, I, Praniitha P, accept the job offer of Junior Insurance Analyst by Vantage Agora Marketing Private Limited.

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

Pixel Park A 4th Floor PES South Campus  
Electronic City Hosur Road Bengaluru 560100

080.67.59.7508  
vantageagora.com

© Copyright 2004-2018 Vantage Agora. All Rights Reserved.



**iPrimed: Capgemini Final round Selects**

4 messages

Chandrakanth &lt;Chandrakanth.P@iprimed.com&gt;

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: shruthi.r@iprimed.com, Umar.Ghafer@iprimed.com, Dhanya Satya &lt;dhanya.satya@iprimed.com&gt;

Dear Ms. Payal,

Capgemini Final round Results : 25 – Jan 2019

**No. of students attended : 11****No. of Selects : 08****No. of Rejects : 03****No. of students not attended : 02**

PFB

SI No	Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Aggregate %	Final Status Update from Capgemini
1	Krishna Mohan s	8904422627	krishnamohan2627@gmail.com	BCOM	2019	61	Reject
2	VARUN NARAIN CMS171901003	9880624310	varun5.vn@gmail.com	BCOM	2019	75	Select
3	DHANUSH N G 168 MC41091	9916231541	dhanushng98@gmail.com	BCOM	2019	72	Select
4	REVANTH MULA 16CQC26045	9886364274	revanth.tittu@gmail.com	BCOM	2019	74	Select
5	Pranitha .P P 16CQC41140	8867906498	pranitha178@gmail.com	BCOM	2019	85	Select
6	PRASHANT KUMAR JHA CMS161500041	9535102722	kumarjha.prashant19@gmail.com	BCOM	2019	74	Select
7	Abhishek Gowda K L	7338445557	abhishek3098gowda@gmail.com	BCOM	2019	75	Reject
8	Aditya Prakash Patil	6360561268	2adityapatil1997@gmail.com	BCOM	2019	65	Reject
9	Kanishka J 16CQC41065	9743413073	kanishkakani118@gmail.com	BCOM	2019	72	Select
10	NIKHILESH P 16CQC41101	9738916215	nikhilesh.p98@gmail.com	BCOM	2019	67	Select
11	Ankit Yama CMS161500006	8210398322	ankityama604@gmail.com	BCOM	2019	71	Select
12	Akash A M	9620996268	akasha.m885@yahoo.com	BCOM	2019	69	No Show
13	SHARVANI B S	8197134390	sharvanibs141@gmail.com	BCOM	2019	86.16	No Show

Regards,

Sal Chandrakanth

Sr. Campus Connect - Lead



+91-8050035709 +91-80-49567211 Chandrakanth.p@iprimed.com





July 10, 2019

**Pranitha P**  
Shavige Malleshwara Hills,  
91<sup>st</sup> Main Road, 1<sup>st</sup> Stage,  
Kumaraswamy Layout, Bengaluru 560078

**TRAINEE OFFER LETTER**

Dear Pranitha,

We are pleased to inform you that you are hereby offered the position of a Trainee Medical Scribe in the Medical Scribing Department of our Organization. Presented here are the details of our offer to you in the role of "Trainee Medical Scribe."

**Medical Scribe Training:** Our training program is designed to implement an objective, scalable, and process-oriented training methodology to transition you into a Medical Scribe in the shortest possible time.

**Responsibilities:** It is expected that Medical Scribe trainees will make a personal commitment to get the most out of the training program and to transition into the Medical Scribe OJT phase within the stipulated timeframe.

Whilst undergoing training, trainees are expected to:

1. Behave in a professional manner.
2. Apply oneself to understanding the various aspects covered in the training program such as concise/creative writing skills, English grammar, medical terminology, scribing essentials, communication etiquette, typing skills, etc.
3. Meet the required criteria at every stage of the training which will be measured from time to time (weekly, bimonthly, and monthly evaluations) and become eligible to transition to the next stage of training and finally clear the OJT evaluation.
4. Understand in letter and spirit the core ideology of Only Group's security policy under the framework of HIPPA, HITECH, and all the policies relating to confidentiality of patient information.
5. Maintain excellent job attendance.

**Stipendiary Training:**

Your monthly gross stipend will amount to **Rs 12,000 (Rupees twelve thousand only)** inclusive of all dues.


**Salary on Completion of Training:**

On successful completion of the OG Healthcare Medical Scribe training program, i.e. meeting the 8 criteria to be a Doctor Approved (DA) scribe, you qualify to handle Medical Scribing services independently for their assigned physician. At this stage, they stand to earn a monthly remuneration of Rs. 38,000.

**Leaves:** You will not be entitled to leaves during your training period. However, National Festival Holidays will be applicable as per the NFH list published by the company at the beginning of the calendar year.

You will be governed by the rules, regulations, and policies of the company as applicable to you.

Welcome to Infosense Technologies.

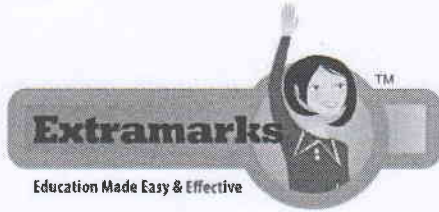
  
**Raffath Sultana**  
**Talent Acquisition Lead**

**OG HEALTHCARE**

Infosense Technologies Private Limited

27/A Bhoopasandra Main Road • Bhoopasandra • Bangalore 560094  
+91 80 4282 8800 • info@oghealthcare.com • www.oghealthcare.com

16C0026087



Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019  
**Name** : Varsha A.M  
**Location** : Karnataka,  
**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, ,  
 Bangalore, Karnataka - 560068

Dear Varsha A.M,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted



OL No: SKLR22-878

27 June 2022

Attach / Paste  
Your Photo HereDear **Aayush Priyadarshi**,

We congratulate you for being selected as Business Development Intern at **SKLR EDTECH PVT LTD** “At will basis” which can be extended. Please find the following confirmation of your Training :

Title : **Business Development Intern**  
Training Date : **4 July 2022 to 13 July 2022 (Unpaid)**  
OJT Start Date : **14 July 2022**  
OJT End Date : **13 November 2022**

**COMPENSATION:** *(Subject to statutory deductions)*

Stipend : INR **15000** Per Month + INR **12000** as incentives  
Target : **220000** INR per month.

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to offer@skolar.in within **2 working days from the receipt of this mail. The offer shall stand** automatically withdrawn without further action on the part of **SKOLAR if we do not receive your acceptance as per the mentioned timeline.**

**Working Hours** : 9 Hours a day *(Inc. Lunch Break)*.**Job Type** : Full Time Training.**Location** : Bangalore.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **4 July 2022.**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

## sklr edtech private limited

### Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.
- During the training period you will not receive any of the employee benefits that regular employees receive.
- During the training period, the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to serve a notice period of 1 month (as per the T&C mentioned by HR's) or have to pay a compensation equal to 1 month stipend.
- You will be receiving your full and final compensation post resigning from the company after 45 days only after completion of all the exit formalities (T&C applicable as per the discussion during exit).
- The first 10 days of your training period will be unpaid as you will be undergoing various skill development activities.
- The original documents you provided will be returned back after completion of background verification..
- Anytime you wish to take back the original documents due to any reasons between your training period, you are required to submit a valid replacement document which is approved by HR.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will observe all policies and practices governing the conduct of our business and employees.
- Official communication either within the company or outside the company should be through the company Email of your manager only.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>● 10th standard or equivalent examination</li><li>● 12th standard or equivalent examination</li><li>● Graduation</li><li>● Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications
2.	COLOR SCANNED COPY OF YOUR : <ul style="list-style-type: none"><li>● Signed Offer Letter with passport size photograph attached to it.</li></ul>
3.	Aadhar Card, PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: <ul style="list-style-type: none"><li>● Bank PassBook First Page</li><li>● Bank Name, Your Name as per Bank records, Account Number, IFSC Code</li></ul>
5	Any of the below mentioned Original Marksheet must be submitted for employment verification. <ul style="list-style-type: none"><li>● 10th Standard Original Marksheet</li><li>● 12th Standard Original Marksheet</li><li>● Degree Consolidated Marksheet</li><li>● Diploma Consolidated Marksheet</li></ul>
6.	<b>Mandatory RT-PCR Report which should be taken 48 hours before reporting date OR 2nd Dose/Fully Vaccinated Certificate.</b>



**CONFIDENTIAL**

Dear Ashwini KS

Date: 6<sup>th</sup> January 2022**Offer of Employment by TMMS Solutions Private Limited**

With reference to your application and the subsequent interview you had with us, we are pleased to extend an offer of employment to you with TMMS Solutions Private Limited (“Company” which expression includes its successors-in-interest and assigns), in the position of **Trainee - Business Development in our Training and Certifications Business Division**.

The Company is a rapidly evolving IT Management Consulting & Training organization. We are sure that your association with us will be enriching and rewarding. Here, we strive to create a workplace that is teeming with intelligent and creative minds, a workplace where work-life balance is part of the culture of the organization, and a workplace where ownership, risk and initiative is rewarded and reinforced on a continuous basis.

The terms of our offer are outlined in the following pages. If there is anything that needs more clarity you can call the Human Resource Manager, **Ms. B V Rashmi at +91 9008354778** or mail at the following mail id: **hr@consultantsfactory.com**

If you are agreeable to the terms and conditions of appointment, then kindly confirm your acceptance of appointment by signing and sharing to us a copy of this letter by **07<sup>th</sup> January 2022**. This offer is valid up to this date only. Upon your acceptance, this offer letter, including the Terms and Conditions annexed hereto, shall become a binding contract.

We are confident that your employment with our Company will prove mutually beneficial and look forward to having you with us.

Sincerely,  
For TMMS Solutions Private Limited

B V Rashmi  
Associate Director- HR

Acceptance:  
I accept the appointment and will join my duties with effect from \_\_\_\_\_.

Name: \_\_\_\_\_

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

## TERMS AND CONDITIONS

At the time of joining, you are requested to submit the following documents:

1. Copies of Academic Qualifications (the originals will be returned to you after verification) – inclusive of 10th, plus 2 or equivalent, graduation and post-graduation (if any).
2. Experience Certificate, if any, including the offer letters and relieving letters from all the previous employer/s
3. Salary Certificate from the previous employer (If Applicable)
4. Two (2) passport size photographs
5. PF/EPF number, if any, from your previous organization
6. Copy of the passport
7. Copy of Income-Tax PAN Card/ PAN intimation letter from Income-Tax Department, if any.

Please note that the Company takes a very serious view if any of the foregoing information is suppressed or falsified. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

### Commencement:

Your employment with the Company will commence on or before **01<sup>st</sup>February 2022**, and is subject to termination by either party as provided below.

### Duties:

You will serve the Company in the role mentioned above and you will carry out such duties as required of you time to time.

You will devote full time, skill and attention to the work and business of the Company, and shall work faithfully, sincerely, diligently, efficiently and to the best of your ability to promote, continue and develop the interests of the Company. You will not place yourself in any position, or act in any manner, that conflicts with the interests of the Company.

The Company shall be at liberty to appoint any other person on a similar job title, jointly with you and to assign to him/her duties and responsibilities identical or similar to those placed upon you under this offer.

You will not, during your period of employment with the Company, directly or indirectly own, manage, operate, consult or be employed by any other business, whether on a full-time or part-time basis, without the express written consent of your Reporting Manager and the HR Team.

## Probationary Period:

You will be on probation for a period of **three (3)** months from the date of joining. During your probationary period the Company would have the opportunity to assess your suitability for the position and the levels of your performance.

Upon completion of the **three (3)** months the Company may in writing confirm you in your employment or extend the period of probation or do neither, in which case the contract of employment will expire automatically.

## Policies and Other Agreements:

In addition to the terms contained in the Offer Letter, your employment will also be regulated by the policies that may be made by the Company from time to time, including those provided in the Employee Handbook which is available for viewing on the company Intranet.

You will also execute such other agreements including the Non-Disclosure Agreement as may be required by the Company from time to time.

## Hours of Work:

You are required to work on all days from Monday to Friday each week of every month. Standard working hours are **09.00 AM to 06.00 PM.**, with Sixty (60) minutes of breaks. However, your actual working hours and working days (including working on public holidays) will often be determined by work flow and Company commitments. Any such work outside the working hours would not entitle you to any additional remuneration by way of overtime allowance or otherwise.

## Location of Work:

You are required to work from our Bengaluru Office as your base location.

The Address is provided as below:

**Consultants Factory**  
2<sup>nd</sup> Floor, 90/4, CRR Garden, Ward No. 193,  
Arakere, Bannerghatta Road,  
BTM 4<sup>th</sup> Stage, Bangalore-560076

## Travel and Transfer:

Based on business contingencies and at the sole discretion of the Company you may be required to travel and/or be transferred to other locations of the Company, its affiliates, clients, vendors and other stakeholders in India or abroad either temporarily or for a longer term.

## Remuneration:

**During your Probation Period** you will be offered a **fixed remuneration of Rs.18,000 per month + Performance Bonus** upto Rs.6000 per month on Target Accomplishment + **Other Benefits** (Includes Provident Fund)

Upon completion of your probation period, the Company at its sole discretion and business requirements may or may not offer you a full time employment based on your performance. In case you are offered a full time job opportunity in the role of **Business Development Executive**, you may be offered a **Total CTC of upto Rs. 7,00,000 Per Annum. It includes a Fixed remuneration of Rs. 3,00,000 per Annum + Variable Incentives upto 3,00,000 Per Annum + Annual Performance Bonus upto Rs. 1,00,000** based on your individual and company's performance + **Other Benefits** (Includes PF and Medical Insurance).



You shall also be eligible for Gratuity, Payable at the time of exiting the company, provided you have completed a minimum of 5 years of service.

## **Relocation Reimbursements:**

Reimbursement for your initial travel to Bangalore to report to work are stated as below:

- We shall reimburse your travel from your hometown/base location to Bangalore
- We shall provide accommodation and all meals for the first 7 days (6 nights)

## **Tax Deducted at Source:**

As required by law the Company will deduct taxes at source on payments made or benefits given to you by the Company. Otherwise, you shall be responsible for taxes including filing tax returns.

## **Method of Payment:**

Fixed component of your remuneration for a given month shall be paid on the 1<sup>st</sup> day of the next month in arrears. The Company reserves the right to vary this procedure at its option. Such variance, if any, will be communicated to you.

## **Review of Salary:**

Your performance review shall be done during your appraisal meetings, scheduled at the end of 31<sup>st</sup> Mar 2023. Your reporting manager will set milestones to assess your performance.

## **Leave:**

You will be entitled to leave of such types and for such duration as identified in a “Leave Policy” that the Company may issue and amend from time to time.

## **Non-compete and Non-solicit**

During your employment and 12 calendar months thereafter from the date of the last date of employment with TMMS, you shall not directly or indirectly, in any capacity whatsoever become associated with, perform or render any services to, or conduct any activity for, or on behalf of, any business, trade, or profession which provides services similar to those provided by the Company; or directly or indirectly, call upon, contact, interfere with and/or solicit any existing or prospective customer or customers of the Company, or existing or prospective business opportunities, which were solicited, contacted, serviced, or whose account, existence or potential need for services came to the knowledge of Employee during the term of his/her relationship with the Company, for any purpose, including but not limited to, that of interfering with, diverting or taking away the business of such person or entity or providing services similar to, or competitive with, the services of Company; During your employment and thereafter you shall not directly or indirectly, alone or in any capacity, solicit or in any manner attempt to solicit or induce any person or persons engaged, retained, or employed by the Company or any affiliated entity, to leave such employment or violate their contractual obligations to the Company.

## **Termination:**

During the period of probation, the Company reserves the right to terminate your employment at any time by giving written notice of 1 month (30 Days) without assigning any reason. During the probation period you may terminate your employment with the Company by giving written notice of 1 month (30 Days).

Only the Company may, at its discretion, terminate the appointment by giving 30 Day's salary in lieu of notice.

If you are a confirmed employee, your employment may be terminated at any time by yourself, or by the Company, with or without cause, by giving 2 months (60 Days) notice in writing to that effect. Only the Company may terminate your services by paying salary in lieu of notice; you shall serve out the notice period and fulfil your responsibilities unless the Company accepts payment of salary in lieu of notice.

However, your obligation to serve the notice period shall be a right in favour of the Company and in no case shall be construed as a right conferred on you; the Company may fully or partly waive its right to notice and relieve you from your duties without payment of salary in lieu thereof.

During the notice period you are not entitled to avail any leaves. Further, if the Company terminates your employment for misconduct the Company shall not give you notice or salary in lieu of notice.

The Company has the right to initiate legal action or any such action as it may feel right, against you and your family in case you fail to complete the above conditions and settle the dues with the Company.

### **Abandonment:**

You will be deemed to have abandoned and given up your lien on your employment if you remain absent from work for a continuous period of 5 (five) working days without communicating the reasons for your absence. Consequently, your services will automatically stand terminated from the 6th day of absence. However, the Company may, at its option, and for satisfactory cause shown, condone your absence.

### **Confidentiality:**

This offer of employment is made to you in confidence, and its terms must not be disclosed by you to anyone outside your immediate family. Your other obligations of confidentiality shall be governed by the terms of the Non-Disclosure Agreement and Information Security Policy.

### **Dispute Resolution:**


The laws of India shall govern these terms and conditions. Disputes hereunder shall be referred to a single arbitrator in accordance with the procedure established by the Arbitration and Conciliation Act, 1996. The venue of arbitration shall be Bangalore. The language of arbitration shall be English. In the event that parties need to seek and obtain an injunctive remedy, they hereby consent to the exclusive jurisdiction of the Courts in Bangalore Urban District.

### **Miscellaneous:**

On the day of joining, you will be required to execute and accept the Company's Non-disclosure Agreement and Information Security Policy and such other standard agreements as the company requires its employees to sign. The Company reserves the right to conduct background investigations and/or checks on all of its potential employees. If, upon investigation/verification, the Company should find any discrepancy in your educational or employment details as provided in your resume, the Company will revoke this offer of employment stating the exact reasons for the same.

If you have any information to divulge, including the existence of any bonds/ agreements signed with your previous employer that may have an adverse impact on you accepting this offer of employment, we urge you to bring the same to the notice of the Company immediately. Please note that if any of

the information and documents provided by you at the time of joining is false, or if you suppress any material information at the time of joining, the Company takes a very serious view of the matter. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

For TMMS Solutions Private Limited	For Employee
	
B V. Rashmi	Ashwini KS





## Amazon Development Centre (India) Private Limited

### ADDENDUM TO THE OFFER-CUM-APPOINTMENT LETTER

This Addendum ("**Addendum**") is entered into on this 28-Jun-2022 by and between:

AYUSHI KUNWAR, aged 20 years, son/ daughter of SANAJY KUMAR, resident of HOUSE NO.- M/20, BARIATU HOUSING COLONY, BARIATU, RANCHI, JHARKHAND- 834009 (hereinafter referred to as "**Joinee**", which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include his successors in interest and assigns); **AND**

**Amazon Development Centre (India) Private Limited**, a private limited company incorporated under the provisions of the Companies Act, 1956/2013, having its registered office at **26/1, Brigade Gateway, World Trade Centre, 10<sup>th</sup> Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055** (hereinafter referred to as "**Amazon**" which expression shall, unless repugnant to the context and meaning thereof, be deemed to mean and include its successors in interest and permitted assigns).

The Joinee and Amazon are hereinafter collectively referred to as "**Parties**" and individually as "**Party**".

#### WHEREAS

- A. Amazon has offered, and the Joinee has accepted, an offer for employment by way of execution of an offer-cum-appointment letter dated 28-Jun-2022 wherein the Parties have agreed to the terms and conditions governing the Joinee's employment with Amazon ("**Employment Agreement**").
- B. This Addendum is executed between the Parties to amend certain provisions of the Employment Agreement, as set out in Section II below.

All capitalized terms, words and expressions not defined herein shall have their meaning ascribed to them in the Employment Agreement.

NOW THEREFORE, the Parties to this Addendum agree as follows:

#### I. TERM

This Addendum shall become effective from 11-Jul-2022 and shall be co-terminus with the Employment Agreement.

#### II. AMENDMENTS / ADDITIONS:

1. The following sub-clause (viii) is hereby added to Section 14 (Termination of Employment) after Section 14.2 (vii) of the Employment Agreement:

*"(viii) violate the provisions of Section 16 (New Hire Background Investigation) of this letter."*

2. The following paragraph is hereby added to Section 17 (New Hire Background Investigation) of the Employment Agreement, after the last sentence of the existing Section 17.3:

*"You agree to submit to Amazon within **90** days of your joining a copy of your [university/ college degree and other certificates], or any other related documents as may be requested by Amazon. You agree and acknowledge that such documents are required to enable Amazon to perform*

*requisite background investigation and your failure to submit such documents to Amazon (for any reason whatsoever) will entitle Amazon to take appropriate action against you, including termination of your employment with Amazon without notice."*

### **III MISCELLANEOUS**

1. This Addendum shall form an integral part of the Employment Agreement. Save and except for the aforesaid, all other terms and conditions of the Employment Agreement shall remain in force and shall be binding on the Parties.

2. All the other terms and conditions of the Employment Agreement, including 'Governing Law and Jurisdiction' shall apply mutatis mutandis to this Addendum.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Addendum on the date above written.

**JOINEE**

**Name: AYUSHI KUNWAR**

**Title: Sr. Associate - Prod Compliance**

**For and on Behalf of**

**Amazon Development Centre (India) Private Limited**

**Name: Sheetal Praveenkumar Jadhav**

**Title: Manager Recruitment**



**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

**Date: 09/30/2022**

**Bhoomika Suresh**

**C11476369**

**#1/87 9th cross Jp Nagar first phase opp SBI colony sarakki, Bengaluru , Karnataka**

**8660719890**

Dear **Bhoomika Suresh**,

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

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group - Software Eng**



Please refer to:

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

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

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

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

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. Before onboarding, we strongly encourage you to take both doses of the COVID-19 vaccine as per government prescribed timelines.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

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

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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

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

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

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

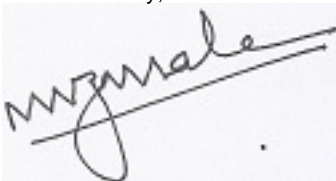
After accepting this Offer, we encourage you visit Countdown to the Company-

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

In case you have a query, please raise them on <https://indiacampus.accenture.com/myzone/accenture/auth/login>

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

Yours sincerely,



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

ACKNOWLEDGED AND AGREED

---

**Bhoomika Suresh**



## ANNEXURE I

### COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
<b>(A) Annual Fixed Compensation</b>	3,00,000/-
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	25,500/-
<b>Maximum Annual Total earning potential(A+B)</b>	3,25,500/-
<b>(C)# Additional Notional Benefits</b>	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 5,000/-
Notional Insurance Premium paid by Company	INR 11,300/-
<b>Annual Total Earning Potential + Additional Notional Benefits (A+B+C)</b>	<b>INR 341800/-</b>

<b>(D)##Additional Discretionary Reimbursements</b>	
One-time WFH Assistance reimbursement	INR 18,000/-
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

<b>(E)Optional opportunity to participate in the Employee Share Purchase Plan</b>	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares <b>at 15% discount on the fair market value</b>	INR 4,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

#### **(A) Annual Fixed Compensation**

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

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

As part of your annual total cash compensation, you will be eligible to participate in the FY23 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines. The LVB will be paid out

subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

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

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

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

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

<b>Insurance policy</b>	<b>Coverage for</b>	<b>Coverage amount</b>	<b>Premium paid by</b>
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical:

a) Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit.

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at anytime at company's discretion.

##(D) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion. Currently, the discretionary WFH benefits as mentioned in Annexure 1 (D) are available for our people until August 31, 2023 as per the company guidelines, provided such employees have joined/onboarded with Accenture before August 31st 2023.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

a) Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

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

- One time relocation allowance subject to a maximum of INR 2500.00/- on submission of actual supporting as per policy.
- Transport facility, as per Company guidelines, can be availed at no cost.

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

All permissible expenses should be claimed through the Time and Expense Reporting application <Expense type - Other Expense - Sub Type- Relocation Expenses (Domestic) - Relocation Type- New joiner Relocation (NJR) > within 90 days of joining.



The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

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

**GST Clause:**

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

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

**General Tax:**

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

## ANNEXURE II

### **Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Certification Completion Document (as mentioned in the eligibility criteria)
9. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required

by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

**ANNEXURE IV - DECLARATION**

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships

I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into Accenture premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to Accenture, including any such documents or materials from my previous employer. To the extent I feel that my employment at Accenture would require me to bring any third party documents or materials to Accenture I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from Accenture. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle Accenture to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

\_\_\_\_\_ **Bhoomika Suresh**

Date:

Disclaimer

"This document and any attachments to it (in part or in whole the "Communication") are confidential, may constitute inside information and are for the use only of the addressee. The Communication is the property of Accenture and its affiliates and may contain copyright material or intellectual property of Accenture and/or any of its related entities or of third parties. If you are not the intended recipient of the Communication or have received the Communication in error, please notify the sender or Accenture immediately, return the Communication (in entirety) and delete the Communication (in entirety and copies included) from your records and systems. Unauthorized use, disclosure or copying of this Communication or any part thereof is strictly prohibited and may be unlawful. Any views expressed in the Communication are those of the individual sender only, unless expressly stated to be those of Accenture and its affiliates. Accenture does not guarantee the integrity of the Communication, or that it is free from errors, viruses or interference."



**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

**Date: 04/22/2022**

**Chaithanya Gowda Mahadev**

**C11015863**

**Mahadeva M, 4th Block, Somanahalli Gate, Kanakapura Main Road, Bengaluru - 560082**

**9148994812**

Dear **Chaithanya Gowda Mahadev**,

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

**Job Profile - Application Development Associate**

**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

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

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

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

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

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

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

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

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

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

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

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

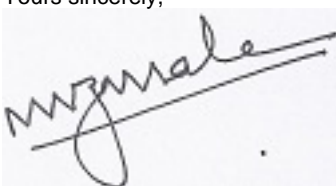
After accepting this Offer, we encourage you visit Countdown to the Company-

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

In case you have a query, please raise them on <https://indiacampus.accenture.com/myzone/accenture/auth/login>

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

Yours sincerely,



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

ACKNOWLEDGED AND AGREED

---

**Chaithanya Gowda Mahadev**



## ANNEXURE I

### COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
<b>(A) Annual Fixed Compensation</b>	3,00,000/-
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	25,500/-
<b>Maximum Annual Total earning potential(A+B)</b>	3,25,500/-
<b>(C)# Additional Notional Benefits</b>	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 5,000/-
Notional Insurance Premium paid by Company	INR 11,300/-
<b>Annual Total Earning Potential + Additional Notional Benefits (A+B+C)</b>	<b>INR 341800/-</b>
<b>(D)##Additional Discretionary Reimbursements</b>	
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)
<b>(E)Optional opportunity to participate in the Employee Share Purchase Plan</b>	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares <b>at 15% discount on the fair market value</b>	INR 4,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

#### **(A) Annual Fixed Compensation**

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

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

As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion,

amend, suspend, withdraw vary and/or modify any of the terms and conditions of the LVB program guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

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

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

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

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

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical:

a) Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to

review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit.

#C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at anytime at company's discretion.

##D) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

a) Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

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

- One time relocation allowance subject to a maximum of INR 2500.00/- on submission of actual supporting as per policy.
- Transport facility, as per Company guidelines, can be availed at no cost.

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

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

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



**GST Clause:**

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

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

**General Tax:**

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

## ANNEXURE II

### **Mandatory documentation at the time of onboarding:**

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificates.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required

by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

**ANNEXURE IV - DECLARATION**

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships

I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into Accenture premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to Accenture, including any such documents or materials from my previous employer. To the extent I feel that my employment at Accenture would require me to bring any third party documents or materials to Accenture I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from Accenture. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle Accenture to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

\_\_\_\_\_  
**Chaithanya Gowda Mahadev**

Date:

Disclaimer

"This document and any attachments to it (in part or in whole the "Communication") are confidential, may constitute inside information and are for the use only of the addressee. The Communication is the property of Accenture and its affiliates and may contain copyright material or intellectual property of Accenture and/or any of its related entities or of third parties. If you are not the intended recipient of the Communication or have received the Communication in error, please notify the sender or Accenture immediately, return the Communication (in entirety) and delete the Communication (in entirety and copies included) from your records and systems. Unauthorized use, disclosure or copying of this Communication or any part thereof is strictly prohibited and may be unlawful. Any views expressed in the Communication are those of the individual sender only, unless expressly stated to be those of Accenture and its affiliates. Accenture does not guarantee the integrity of the Communication, or that it is free from errors, viruses or interference."





## **OFFER CUM APPOINTMENT LETTER**

Chaithanya Gowda M  
Mahadeva M, 4th Block Somanahalli,, Somanahalli Gate, Kanakapura Main Road,  
Bangalore  
560082  
IN

Dear Chaithanya,

On behalf of **Amazon Development Centre (India) Private Limited**, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for the position of **Prod Compliance Sr. Associate** at **Bangalore**, India.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before **10 business days**.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

### **1. Date of Commencement**

Your employment with Amazon India will commence on **11-Jul-2022**.

### **2. Probation**

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a

1

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th  
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka  
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :  
U72200KA2004FTC034233

further period of 3 more months or terminate your employment with Amazon India with immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

### **3. Duties**

- 3.1 You will be employed in the position of **Prod Compliance Sr. Associate**. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 3.3 You acknowledge that during the course of your employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

### **4. Hours of Work**

The normal business hours of the office, at which you work, will apply to you and these will be advised on commencement of employment and when there is a change. You may be required to work in shifts for different work hours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and from time to time during the course of your employment, as appropriate. Certain business teams also operate on 24x7 basis and hence, may have rotational shifts or related



requirements for their respective team members. Please refer to Amazon India's Policies and Procedures for further details.

## 5. Place of Work

Your initial place of work will be at Amazon India's facility in Bangalore. However, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one place to another or from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you. As you are joining during the period of the Covid-19 Pandemic, you may be permitted to work from a location of your choice in India with the prior approval of your manager under the condition that you are willing to get back to the location mentioned above as and when required by Amazon.

## 6. Remuneration

- 6.1 Your Annual Base Pay will be Rs.**453,100** per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise. Your Base Pay is inclusive of both the employer's and the employee's provident fund contributions. Your Base Pay will be reviewed in accordance with internal performance review systems, details of which are set out in Amazon India's Policies and Procedures. If your hire date is on or before the second Monday in July of the current year, you will be eligible for a performance assessment and salary adjustment in the next calendar year. Ordinarily, this process occurs in the month of April each year.
- 6.2 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies, or your failure to return Amazon India's property.

## 7. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees'





Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.

The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhaar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

## **8. Leave**

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

## **9. Confidential Information and Confidentiality Obligations**

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;

4

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th  
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka  
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :  
U72200KA2004FTC034233

- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;
- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;
- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
  - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;

- (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company;
  - (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and
  - (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
  - (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
  - (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
  - (13) any copies of the above mentioned information.

9.2 Confidentiality Obligations:



- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.
- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

## 10. Intellectual Property Rights

- 10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:
- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;
  - (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
  - (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
  - (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
  - (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.
- 10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and

related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.

- 10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.
- 10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.
- 10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

## 11. Non-Solicitation

- 11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and
- 11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company

9



(whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

## 12. Employee Data Protection

- 12.1 You authorise Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.
- 12.2 You further authorise the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and selected management throughout the Amazon group worldwide will be authorised to access this database.

## 13. Exclusivity of Services

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking .

## 14. Termination of Employment

- 14.1 This agreement will be terminable by either party by giving written notice of a tenure (exclusive of any leaves availed during that period) as determined by the employee's job level at the time of exit - or payment of salary in lieu of such notice period to the other party. Employees exiting at job levels L6 or higher will be subject to two months written notice; employees exiting at job levels L5 or lower will be subject to one month written notice. You are being offered this position at 3, which corresponds to a 1 months' notice period at the time of hiring, but may get changed based on your job level at the time of exit. Amazon India holds the right to accept or deny payment in lieu of the said written notice.
- 14.2 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:

- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
- (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
- (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
- (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
- (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
- (vi) commit any act detrimental to the interest of Amazon India;
- (vii) abstain from work for seven consecutive days without informing Amazon India;

14.3 On the termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

## **15. Gratuity**

Gratuity will be paid as and when required by the Payment of Gratuity Act, 1972 and as further described in Amazon India's Policies and Procedures.

## **16. Employee Benefits**

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

## **17. New Hire Background Investigation**

- 17.1 It is Amazon India's policy to investigate all its new hires. Your employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.
- 17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 6 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

## **18. Foreign Nationals**

- 18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have





required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

## 19. Representations and Warranties

You hereby represent and warrant to the Company that:

- 19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary for trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;
- 19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary of trade secret information of a third party (including a former employer);
- 19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;
- 19.6 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights, (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.

## 20. Other Particulars

13

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka  
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :  
U72200KA2004FTC034233

- 20.1 You confirm that there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter
- 20.2 You hereby represent and warrant that the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief.

**21. Notices**

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

**22. Waiver**

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

**23. Severability**

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

**24. Assignment**

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other

corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

**25. Employer – Employee Relationship**

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

**26. Liability for Breach**

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures, may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

**27. Authorization to Notify New Employer**

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

**28. Governing Law and Jurisdiction**

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

**29. Agreement/Modifications**



The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

**30. Headings**

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

**31. Survival**

Your obligations under Sections 9, 10, 12, 14, 22, 23, 24, 26, 27, 28 and this Section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.



You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

#### **AUTHORIZATION**

By

Signed by:RAMYA GALLA  
Date: 2022.07.04 13:32:24 +05:30  
Location: India

#### **ACCEPTANCE**

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.

Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



20-September-2022

Chandana S

chandanasashidhar2001@gmail.com

Flat no.2016 , Roshan gardenia apartment

29th main road , Vinayaka Layout

Poornapragna Housing Society layout bangalore-560061

Dear Chandana,

We are delighted to offer you employment with Northern Operating Services Private Limited (referred as Northern hereafter) as **Analyst I** in our **Cash Operations** Department within the **Asset servicing**. Your official title at Northern will be **Non Officer**.

This Employment Agreement sets out the particulars of the terms and conditions of employment between Northern Operating Services Private Limited, 1st Floor, RMZ Ecospace Campus 1C, Bellandur Village, Varthur Hobli, Bangalore - 560103 (“Northern”) and Chandana S of Flat no.2016 , Roshan gardenia apartment , 29th main road , Vinayaka Layout , Poornapragna Housing Society layout bangalore-560061.

Any reference to “this agreement” throughout is reference to the terms and conditions of your employment as set out in this Statement.

## **1. Conditions**

Your employment is conditional on:

- (a) your agreement to and acceptance of this Employment Agreement;
- (b) you providing Northern with a valid Aadhaar number
- (c) your agreement to and acceptance (both in writing and electronically where requested) of the attached Non-Solicitation and Confidentiality Agreement;
- (d) should Northern request it, a medical assessment and report satisfactory to Northern;
- (e) the completion of background screening checks, including criminal records checks, (both prior to the commencement of your employment and on a recurring basis during employment) and receipt of written references to the satisfaction of Northern;
- (f) you providing Northern with satisfactory proof of any relevant qualifications, as may be requested by Northern;







- (g) your agreement to and achieving and maintaining a suitable standard for compliance purposes (see below), including agreeing to comply with all applicable policies, procedures and guidance, and completion of mandatory training in appropriate timescales. Your role is subject to the achievement and maintenance of an appropriate level of competence, as required by your current role at any point in time;
- (h) you being free to take up and carry out the role offered to you and you not being in breach of or breaching any express or implied terms of any contract, court order or of any other obligation legally binding upon you by virtue of accepting this Employment Agreement;
- (i) you having declared any action taken against you by a regulatory or professional body;
- (j) you having lawful authority to work in India and producing satisfactory evidence to this effect. (Under Indian immigration laws, foreign nationals must have appropriate employment visas before their employment commence);
- (k) you not being subject to any obligation, whether under a contract of employment or otherwise, which would in any way restrict your ability to undertake or perform your duties with respect to financial services, such as with Northern; and
- (l) you providing to Northern copies of all restrictive covenants, including but not limited to non-competition agreements, confidentiality agreements, non-solicitation agreements, non-hire agreements, and other restrictive contracts you may have entered into with former employers.

During your employment, Northern may conduct periodic background checks (including criminal records checks). It is a condition of your employment that you consent to provide the personal information required to conduct such checks when requested to do so. By accepting this Employment Agreement, you understand and agree that failure or refusal to consent and/or provide the required personal information will constitute a serious breach of this Employment Agreement which will be cause for initiating disciplinary action, including but not limited to termination of employment.

All of the above must be to the satisfaction of Northern. This appointment is on the basis of the information/particulars provided by you with regard to your educational/professional qualifications, experience and criminal records. In the event it is discovered, at any stage, that any information/particulars and/or details provided by you are incorrect and/or any material information has been withheld / suppressed by you, it shall constitute breach of discipline and your services will be liable to be terminated. In addition, if the conditions stated above are not fulfilled to the satisfaction of Northern, then your appointment will be deemed void and your services with Northern terminated.



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



This appointment is on the confirmation from you that you can perform the duties of the position for which you are being hired without violating any obligations that you might have to any other person or company.

## **2. Commencement Date**

You, Chandana S, are employed by Northern as Analyst I in our Cash Operations Department with effect from **10-October-2022**. You are requested to bring with you, when you first report for work, either a valid passport and employment visa (where relevant) or other valid evidence of the right to work in India. If this is problematic, please contact the Human Resources Department to discuss.

On your first day of employment with Northern you should report to Reception at **8.30 a.m.** at:

### **Bangalore**

Northern Operating Services Pvt Limited  
RMZ Ecospace, Campus 1C, 2nd Floor  
Sarjapur Outer Ring Road  
Bellandur Village, Varthur Hobli,  
Bangalore, 560-037

Landmarks which will help guide you to this location are:

- Next to the Intel Campus on Outer Ring Road between Marthahalli and Sarjapur Road.
- The Accenture building which is in the Ecospace Business Park is visible from the main road.

## **3. Probation**

The first six months of your employment will be probationary. Northern reserves the right to extend this period, if appropriate, in all the circumstances. Your probationary period with Northern will be considered to have been successfully completed after six months or you will be advised in writing, if Northern decides to extend your probationary period. During your probationary period, either the company or you may terminate this agreement by giving in writing to the other party, seven days' notice, and the same notice requirement would apply to you should you resign during the probationary period. Upon successful completion of probation, you are obliged to give to Northern, or Northern is obliged to give you, notice of **60** days prior to termination of your employment. In either case, Northern reserves the right to pay you in lieu of notice.



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



#### **4. Job Title**

You are employed as **Analyst I** in our **Cash Operations** Department. You have been informed about your reporting line Manager by the hiring panel. Northern reserves the right to amend your reporting line to any person so appointed to act with such authority.

You shall faithfully and diligently perform the duties and exercise the powers which from time to time may be assigned to you by Northern together with such person or persons as Northern may appoint to act jointly with you. You shall serve Northern in this capacity to the best of your ability or in such other capacity as Northern may from time to time determine.

You and Northern agree that the nature of Northern's business demands flexibility and that reallocation of duties, power and other responsibilities from time to time is a natural part of – and a precondition for – the employment relationship between you and Northern. This may involve a change in your job title and reporting relationship.

You shall perform such duties, discharge such responsibilities and exercise such powers, authorities and discretions in relation to Northern as from time to time may be delegated to you on such terms and conditions and subject to such restrictions as may from time to time apply. Northern may at any time require you to cease performing or exercising any particular power, authority or discretion delegated to you.

You shall at all times keep Northern promptly and fully informed (in writing if requested) of the business of Northern and of any information which may adversely affect Northern or its business.

#### **5. Duties and Responsibilities**

Duties and responsibilities of the position are as outlined in your meeting with the recruitment panel. You may be required to undertake other duties from time to time as Northern may reasonably require.

You shall devote the whole of your time unless prevented by ill-health or accident or otherwise directed by Northern (including during any period of suspension or exclusion as detailed under sections 17 and 19) to your duties under this Employment Agreement. You must serve Northern honestly and faithfully. You may not, without the prior written consent of your manager, be employed or otherwise engaged in any other business, trade or profession either directly or indirectly in any capacity whatsoever. You must also not engage in other business activity, whether paid or unpaid which may conflict with your duties as an employee of Northern.





Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



## **6. Associated Company**

You acknowledge and agree that Northern may at times require you to work for any Associated Company and to carry out its duties or responsibilities for any Associated Company which include its subsidiaries, affiliates or its customers, subcontractors or any other individuals or companies having any kind of association or relationship with Northern.

For the purposes of this Employment Agreement, an "Associated Company" is any company which for the time being is:

- (a) a holding company of Northern; or
- (b) a subsidiary of any such holding company or Northern; or
- (c) a company over which Northern or any holding company has control.

By working for any Associated Company, and/or by carrying out duties or responsibilities as mentioned in the above paragraph, you do not become an employee, or agent, or contractor of such Associated Company, including its subsidiaries, affiliates, customers, subcontractors or any other individuals or companies having any kind of association or relationship with Northern. For all purposes, you shall remain an employee of Northern and shall share an employer-employee relationship with Northern.

Northern further reserves the right to transfer your employment to any other company or legal entity, as part of any transfer of undertaking of Northern or as part of any restructuring or amalgamation or such other plan implemented by Northern or by which Northern is bound, on such terms and conditions as applicable to such a plan.

## **7. Location**

You shall work at Northern's offices based at **Bangalore** or such other place of business of Northern or any Associated Company as may be directed by management from time to time.

You may be required to work at any other location, as may be directed by Northern from time to time. In normal circumstances you will not be required to work outside of India, however, business requirements may necessitate short term visits outside of India.

## **8. Compliance with Applicable Law**

You agree to comply with all applicable laws, regulations, governmental orders of India and rules governing the business or businesses in which Northern operates including, but not limited to, other jurisdictions where relevant laws may apply from time to time that relate to your employment by Northern.





## 9. Salary

Your Annual Fixed Pay will be ₹ 306,987, inclusive of all hours worked. A detailed breakdown of your Annual Fixed Pay is set out in **Annexure 1**.

Salary will be payable on a monthly basis, in arrears in 12 equal instalments. This will be credited to your account on or before the last working day of each month, subject to statutory deductions.

In accordance with the Analyst salary framework, your next salary review will be in the quarterly review cycle following the completion of 12 months in the role. Any subsequent increase after this will be as per the company's Annual Review Cycle, as laid out below.

The annual performance appraisal cycle is from January to December. Your base salary will be reviewed by Northern in or about April each calendar year, or at any other time determined by Northern from time to time. Annual salary adjustments will normally be effective on 1 April each year, subject to the rules in this regard and at Northern's absolute discretion.. In undertaking this review Northern may have regard to any matter in its absolute discretion. This review will not necessarily lead to an increase in your base salary. There will be no review of salary after notice has been given by either party to terminate your employment.

You consent to the deduction of any sums you owe to Northern at any time from your salary or from any payment due from Northern to you. You also agree to make any payment to Northern of any sums owed by you to Northern upon demand by Northern at any time.

## 10. Benefits

The benefits set out below are discretionary and may be varied or removed by Northern at any time without notice.

- (a) Northern provides transport to all its employees working in shifts or a transportation allowance under the Transport Opt Out Scheme;
- (b) Northern offers Private Health Insurance for all employees and their dependents (as defined by the insurers) from the first day of employment;
- (c) Personal Accident Insurance is provided for all Northern employees; and
- (d) Group Term Life Insurance is provided for all Northern employees.

The above-mentioned insurance benefits are subject to: (i) acceptance by the insurers; (ii) the terms and conditions of the insurance policy (which may change from time to time); (iii) the premium being at a rate which Northern considers reasonable; and (iv) the agreements with the insurers. Benefits may be restricted both on an individual and/or aggregate basis. If an insurance provider refuses for any reason to provide insurance for you, Northern shall not be



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



liable to provide you with any benefit of the same or similar kind or to pay any compensation in lieu of such benefit. Please refer to the Northern Trust India Employee Handbook for further information.

## **11. Retirals**

You will be eligible to participate in the Provident Fund and Gratuity Scheme, subject to the terms and conditions of the Fund and Scheme from time to time in force as prescribed under law. You will be provided with the details and terms and conditions at the time of your joining. Subject to applicable law, Northern reserves the right to terminate or substitute another fund and scheme.

## **12. Hours**

Your actual working hours will be advised by your manager and will not ordinarily exceed 40 hours a week. Your initial login time will be **13.30 IST**. Please note that your login time may vary according to business needs, including modifications during daylight savings time. The 40-hour work week does not include an additional one-hour lunch break to which employees are entitled each workday. You may be required to work a shift pattern 5 days a week. In working a shift pattern you may also be required to work a night shift. Your hours of work may be subject to variation, depending on the schedule operated by your department which you will be notified of, from time to time, in writing. Subject to the shift pattern you work, you may be eligible for a shift allowance which you will be notified about as well. You should note that your entitlement to paid holiday and shift allowance may increase or decrease in the event that your pattern of work is altered.

Work patterns vary and you may be required to work outside of these normal working hours should the needs of the business make it necessary. The position will, from time to time, require work on additional hours. You will be compensated for such hours worked according to Northern's overtime policy if you are an overtime eligible partner.

Where required by Northern, you must accurately record your start and finishing times, and also the hours which you work each day.

## **13. Leave**

### **(a) Annual leave**

Northern's holiday year runs from 1st January to 31st December. Your Annual Leave entitlement of 22 days must be taken during the appropriate holiday year.

You are entitled to payment in lieu of any accrued but unutilised annual leave and termination of employment. If you have exceeded your leave entitlement and leaving Northern, a deduction will be needed from your salary in consultation with you.







(b) **Sick and casual leave**

12 days of sick leave and casual leave (together) for sickness, accident or situations of emergency.

(c) **Public / National Holidays**

Northern recognises 10 days of national and local Public holidays. Details are contained in the Northern Trust India Employee Handbook and as currently in place and amended by Northern from time to time.

Further details about holidays and leave entitlement are contained in the Northern Trust India Employee Handbook. Details of authorised leave other than leave entitlement will also be found in the Northern Trust India Employee Handbook.

**14. Expenses**

Northern will reimburse you for all reasonable business expenses properly incurred by you in the course of the performance of your duties. Any reimbursement is conditional upon the presentation of expense statements, receipts or other supporting documentation that Northern may reasonably require. A request for an expense reimbursement may be denied if it is not accompanied by the required documentation.

You agree that expenses drawn on Northern's credit card (which may be available for your use), which you have not accounted for in accordance with Northern's expense reporting policy within one month of the due date of the credit card company's invoice, may be set off by Northern against your net salary.

**15. Travel**

You may be required by Northern to travel from time to time in order to perform the duties of your position, without any additional remuneration.

**16. Notice and Termination**

Following the successful completion of your probationary period, the length of notice to terminate your employment which you are obliged to give to Northern, or Northern is obliged to give to you, will be **60 Days**.

Northern reserves the right to make a payment of salary in lieu of notice. For the avoidance of doubt, a payment in lieu shall not include any element in respect of insured benefits (e.g. health, life and travel) or holiday entitlement which may otherwise have accrued during the period in respect of which the payment in lieu is made.



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



During any period of notice of termination, whether given by Northern or you, Northern shall be under no obligation to assign any duties to you or to provide any work and shall be entitled to exclude you from its premises and prevent your contacting any member of Northern's staff, clients or suppliers, provided that this shall not affect your entitlement to receive your normal contractual payments. For the avoidance of doubt, during any such period, you may not undertake work of any nature on behalf of or for the benefit of any third party and you remain obliged to comply with your confidentiality obligations.

If you have resigned from employment, Northern may, at its sole discretion waive all or part of the notice, or allow you to pay in lieu of the notice period (or any remaining part of the notice period). Any resignation would have to be accepted by Northern to become effective. However, in case any disciplinary proceedings are either contemplated or pending against you or if there are certain business exigencies, Northern will have the right not to accept your resignation. Once accepted, the resignation cannot be withdrawn without express consent of Northern.

Subject to earlier termination of this engagement, you shall retire on the last day of the month in which you complete the age of 60 years as per the organization's record.

Nothing in this Employment Agreement shall prevent the giving of a lesser period of notice by either Party where it is mutually agreed.

If you are prevented, at any time, by ill-health or accident or any physical or mental disability from performing your duties hereunder, you shall inform Northern and supply it with such details as may be required, and if you are unable by reason of ill-health or accident or disability, for a period of 9 months or more to perform your duties hereunder, Northern may forthwith terminate your employment.

You agree and accept that any statutory or other "last in first out" rule or any modifications thereof shall not apply in the event of the termination of your employment for any reason whatsoever.

Northern shall be entitled to dismiss you at any time without notice or payment in lieu of notice if you commit an act of misconduct or are otherwise in serious breach of this Employment Agreement or your obligations as an employee or if you fail to maintain a valid right to work and reside in India. An indicative list of acts which constitute misconduct is set out below (and also in the Northern Trust India Employee Handbook):

- (a) fraud, bribery, or conviction of a felony or unlawful offense involving dishonesty or breach of trust;
- (b) dishonesty, embezzlement, larceny or misappropriation of Northern or client funds or property;





- (c) possession, use, copying or reading of corporate records without appropriate authorization, or disclosure of confidential information concerning financial, business or work information concerning Northern or any Associated Company or if it's one of their clients;
- (d) refusal to cooperate in any investigation deemed necessary by Northern;
- (e) falsification, alteration, forgery or destruction of any records, history, data, instrument, attendance information or any other corporate records;;
- (f) removal of, damage to, or misuse of Northern's or any person's property;
- (g) improper or unauthorized use of funds property or services;
- (h) workplace violence or the commission of, or threat to commit injury or damage against any person or his/her property; and
- (i) illegal or unauthorized possession, selling, delivery or use of intoxicants, narcotics or controlled substances any time during employment or while on premises or on corporate business.
- (j) Breach of any clauses of the Company's regulations/policies.

These are not intended to be exhaustive, and may be supplemented by area work rules in particular units. Northern also reserves the right to issue discipline up to and including dismissal for any other action which in its sole discretion it deems unacceptable. Disregard of Northern's performance or conduct standards may result in disciplinary action up to and including termination.

### **17. Obligations on Termination**

On leaving employment you must return all property, documents and correspondence belonging to or relating to Northern, any Associated Company or its or their customers, subcontractors or any other individuals or companies having any kind of association or relationship with Northern.

Upon the termination of your employment, for whatever reason, you shall resign from all offices (if any) held by you in Northern and/or any Associated Company and in the event of failure to do so, Northern is hereby authorised to appoint a person in your name and on your behalf to execute all documents and to do all things requisite to that effect.

### **18. Suspension**

If Northern suspects that you have been involved in any improper conduct or involved in any misconduct or other conduct which in the reasonable opinion of Northern may impact upon





Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



your ability to carry out your duties and responsibilities under this Employment Agreement or may cause damage to Northern's business or reputation, Northern may do the following for the purposes of conducting an investigation:

- (a) suspend you from performing the duties and responsibilities of your position for a period determined by Northern;
- (b) direct you not to attend the workplace, communicate with fellow employees, customers, suppliers or clients of Northern or any other persons involved in the conduct which is being investigated, or otherwise interfere with the conduct of the investigation; and
- (c) appoint any person to conduct the investigation and direct you to provide any assistance and answer any questions required for the investigation.

During the period of suspension you will continue to receive the remuneration under this Employment Agreement.

Any suspension under this clause will not be treated as disciplinary action by Northern, but will be instituted solely for the purpose of conducting an investigation.

### **19. Disciplinary procedures**

You are subject to the disciplinary rules and procedures set out in the Northern Trust India Employee Handbook. In cases of misconduct you may be dismissed without notice or pay in lieu of notice.

### **20. Grievance procedure**

If you have a grievance or are dissatisfied with anything affecting your employment you have the right to raise the matter in accordance with the procedure set out in the Northern Trust India Employee Handbook.

### **21. Collective agreements**

As per the date of this Employment Agreement, no collective agreements directly affect your terms and conditions of employment.

### **22. Northern Trust India Employee Handbook**

The provisions of Northern Trust India Employee Handbook apply to your employment. The Northern Trust India Employee Handbook sets out additional terms of employment with which you are obliged to comply. These terms do not form a part of your Employment Agreement. For your information, Northern has a No Smoking Policy and smoking is not permitted anywhere on Northern's premises.





## **23. Compliance**

Various Associated Companies for which you may be asked to work are subject to additional legal and regulatory requirements of other countries. In addition, all Northern Trust activities are subject to supervision by the Federal Reserve Bank of Chicago and where relevant, by the Reserve Bank of India. You are therefore required to conduct your business and outside activities in accordance with all applicable legal and regulatory requirements, as set out in relevant Corporation Policies, and other written guidance. Failure to do so may result in disciplinary action being taken by Northern. In particular, your attention is drawn to the regulatory requirements described below, which may be applicable to your activities:

### (a) Personal Investment Transactions

Associated Companies' activities enable certain staff to have access to information concerning the purchase and sale of investments, which if misused, could involve a breach of the law, regulatory rules and have an adverse effect on clients. Therefore, you are required to adhere to Northern's rules concerning the authorization and notification of personal investment transactions.

### (b) Anti - Money Laundering

You are required to complete Anti-Money Laundering training on a periodic basis. You will be advised of your training requirements at the commencement of your employment.

### (c) Dealing Rules

You are required at all times to abide by all applicable laws, regulations or rules governing the business or businesses in which Northern operates

### (d) Standards of Conduct

The Northern Trust Corporation Code of Business Conduct and Ethics (Code of Conduct) is a statement of basic principles to be followed by all employees. The Standards of Conduct Policy supplements and provides further detail to the Code of Conduct concerning business ethics and standards. You will be required to acknowledge the Standards of Conduct Policy and all policies listed therein on an annual basis.

They can be found under Partner Passport > About Northern Trust > Corporate Ethics. You should read these policies carefully and comply with the guidelines at all times.

Upon joining Northern you will be provided with a copy of all relevant Corporation Policies and will be asked to confirm your acknowledgment of all of the terms contained therein.

You do not become an employee, or agent, or contractor of any other Associated Companies just by performing services, and/or by carrying out duties or responsibilities for



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



such companies. For all purposes, you shall remain an employee of Northern and shall share an employer-employee relationship with Northern.

#### **24. Confidential information**

You are obliged to comply with the terms of the Non-Solicitation and Confidentiality Agreement during and after the termination of your employment with Northern. A copy of the Non-Solicitation and Confidentiality Agreement is enclosed with this Employment Agreement and forms part of the terms and conditions of your employment. In accepting the enclosed Non-Solicitation and Confidentiality Agreement, you confirm and acknowledge that you have received the document, that you have read and understood it and that you agree to abide by its contents.

You shall not disclose to Northern, or use for its benefit, any proprietary or trade secret information to which you may have had access while employed elsewhere. You shall not bring to Northern's facilities any materials or documents belonging to any other person or company, including but not limited to customer lists.

#### **25. Inventions**

Any work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted), designs or copyright work and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time, made by you during the course of your employment by Northern whether or not in the course of your duties and whether for Northern or any Associated Company ("Intellectual Property") shall be the exclusive property of Northern. All such Intellectual Property shall be regarded as having been created under a contract of service. In consideration of your employment with Northern, you hereby transfer and assign in favour of Northern, all rights, title and interest in and to all the Intellectual Property, together with the rights to sublicense or transfer any and all rights assigned hereunder to third parties, in perpetuity. You agree that such assignment shall be perpetual, worldwide and royalty free. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Northern does not exercise the rights under the assignment within a period of one year from the date of assignment. You further acknowledge and agree that you shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. You also agree to assist and cooperate with Northern in perfecting Northern's rights in the Intellectual Property. You undertake at the expense of Northern to execute any formal and





Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



additional assignment required by Northern to vest or confirm the vesting in it or its nominee of all rights in any such Intellectual Property.

The obligations set out in this section shall survive the termination of your employment. You hereby acknowledge that any violation, breach or other failure on your part to comply with these obligations could materially and irreparably injure Northern and its business in a manner inadequately compensable in damages and that Northern may seek and obtain injunctive relief against the breach or threatened breach of these obligations in addition to any other legal remedies that may be available.

## **26. Communication**

You shall keep Northern informed of your latest postal address at all times and inform Northern in writing of any change in address. Any communication sent to you by Northern on your last known address shall be deemed to be duly served notwithstanding the fact that you have changed your address if this change was not previously advised in writing to Northern.

## **27. Dual Employment**

You are not and will not be subject to any obligation, whether under a contract of employment or otherwise, which would in any way restrict your ability to undertake or perform your duties with respect to financial services, such as with Northern.

## **28. Amendments**

Subject to applicable laws, Northern reserves the right to amend its terms and conditions of employment and policies from time to time. Such amendments will be confirmed to you in writing.

## **29. Acceptable Use**

Northern may provide you with access to certain facilities, including email and internet services, computer systems, telephone services (mobile and landline), facsimile machines and photocopying facilities. You must use these facilities in accordance with any applicable Code of Conduct or policy.

You shall have access to e-mail and the Internet, for the better performance of your duties. You agree to comply with Northern's policies regarding the use of Northern's computers, e-mail system, Internet services and other software programmes. You are aware that Northern has complete access to all material and e-mail correspondence and an overview of Internet usage that is saved in or performed via Northern's data system.

Northern reserves the right to monitor all e-mails/Internet activity by you for the purposes of managing your employment and to ensure compliance with Northern's applicable policies and procedures.



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



### **30. Employee's Representations and Warranties**

This Employment Agreement and your employment with Northern are at all times conditional upon:

- (a) your obtaining and retaining all necessary visas, work permits, licenses, registrations, or memberships to enable you to lawfully reside and work in India and fulfil the duties of your position;
- (b) your being competent to properly carry out the duties of your position and that any representations as to the qualifications, skills, experience, industry knowledge, business influence, client contacts, and employment history made by you or a person on your behalf are true and correct; and
- (c) your not being subject to any direct or indirect restrictions on your ability to fully perform the duties of your position and your not breaching any obligation to a third party by entering into this contract.

You acknowledge that in entering into this Employment Agreement, you have not relied on any representations, assurances, warranties, or understandings about its subject matter, except as provided in this Employment Agreement.

### **31. Miscellaneous**

This Employment Agreement, the Non-Solicitation and Confidentiality Agreement and the other documents referred to herein constitute the entire agreement relating to your employment and supersedes all (if any) prior offers, subsisting agreements and undertakings (written or oral), with respect to your employment by Northern which such agreements, arrangements and understandings shall be deemed to have been terminated by mutual consent. You warrant that you have not entered into this Employment Agreement in reliance on any warranty representation or undertaking of any nature whatsoever which is not contained in or specifically incorporated in this Employment Agreement.

The expiration or determination of this Employment Agreement, howsoever arising, shall not affect such of the provisions hereof as are expressed to operate or have effect thereafter, and shall be without prejudice to any right of action already accrued to either party in respect of any breach of this Employment Agreement by the other party.

No delay, failure or omission on the part of Northern to exercise any of its powers, rights or remedies under this Employment Agreement will operate as a waiver of them nor will any single or partial exercise of any such powers, rights or remedies preclude any further exercise of them. If, at any time, any provision of this Employment Agreement is or becomes illegal, invalid or unenforceable in any respect, the legality, validity and enforceability of the remaining provisions shall not be impaired or affected.





### **32. Governing Law and Jurisdiction**

This Employment Agreement is governed and construed in accordance with Indian laws. The courts at Bangalore shall have the exclusive jurisdiction over all disputes or claims between you and Northern under this Employment Agreement. Any dispute, controversy or claim arising out of or in connection with the Employment Agreement shall be finally settled under the Rules of Arbitration and Conciliation Act, 1996. The seat of arbitration shall be Bangalore. The language of arbitration will be English. If any provision of this Employment Agreement is held to be invalid or unenforceable, then such provisions shall (so far as it is invalid or unenforceable) be given no effect and shall be deemed not to be included in this Employment Agreement but without invalidating any of the remaining provisions of this Employment Agreement.

### **33. Third Party Rights**

Other than an Associated Company, any person who is not a party to this Employment Agreement has no right to enforce any term of this Employment Agreement.

### **34. Personal Data Protection**

Please note that any personal data, which have been provided by you to Northern, its agents (including Personnel Risk Management), recruitment agencies or other third parties, in connection with your application to Northern for employment, including any sensitive personal data and any subsequent personal data supplied by you, in connection with your employment with Northern, will be held on a confidential basis. Northern will process these personal data (and may disclose them) for the purposes of offering you employment with Northern and all other purposes for which Northern deems fit.

For the purposes set out above, Northern may also transmit personal data about you overseas to other countries. Northern will take all reasonable steps to ensure that your data will be treated with an acceptable level of confidentiality.

By accepting and acknowledging this Employment Agreement, you consent to personal data (and, in particular, sensitive personal data) relating to you being held, processed or disclosed for the purposes set out above. You also consent to the transfer overseas of any such personal data by Northern as set out above.

### **35. Acknowledgment and Acceptance**

If the terms and conditions of this Employment Agreement are acceptable to you, please confirm your acceptance by acknowledging (both electronically and in writing, where requested) and returning the enclosed copies of this Employment Agreement, the Non-Solicitation and Confidentiality Agreement and completing (and signifying your agreement to, where required) all of the documents listed on the enclosed checklist as indicated to Northern





Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



Trust within seven days from the date of this Employment Agreement. If we do not receive this in the form mentioned above by the mentioned date, we will assume you do not wish to accept the terms and the offer will lapse and be void. Prior to this date, the offer is valid subject to your joining on or before the date mentioned on the Employment Agreement. If your agreed start date is not detailed in your Employment Agreement at this stage, you will be required to mention this on your first day of employment.

The terms of this offer are strictly confidential between you and Northern and any breach of this confidence will be viewed with utmost seriousness.

### **Northern Operating Services Private Limited**

*Note: This is a System Generated Document and does not require physical signature.*

*This document contains confidential information. If you are not the intended recipient, you are not authorized to use or disclose it in any form. If you have received this in error, please destroy it along with any copies and notify the sender immediately.*



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



## Annexure 1

### Salary Annexure

Salary Component	Amount
Basic	₹ 112,000
House Rent Allowance	₹ 44,800
Flexible Cash Component	₹ 123,200
Total Fixed Pay (TFP)	₹ 280,000
<b>Retirals</b>	
Employer's contribution to PF	₹ 21,600
Gratuity	₹ 5,387
<b>Sub Total</b>	<b>₹ 26,987</b>
<b>Annual Fixed Pay (TFP + Retirals)</b>	<b>₹ 306,987</b>
<b>Monthly Gross</b>	<b>₹ 23,333</b>

#### Additional Benefits:

- Northern provides transport to all its employees working in shifts or a transportation allowance under the Transport Opt Out Scheme;
- Private Health Insurance is provided to the employee and his/her dependants (as defined by the insurers);
- Life and Accident cover is provided for the employee only.

#### Note:

- Flexible cash component can be further used for claiming tax exemptions on LTA subject to limits.
- Shift allowance where applicable is paid as per prevalent policy.
- Employee State Insurance (ESI) is a statutory contribution towards government health insurance in addition to Northern provided Insurance (for eligible employees only).

### Northern Operating Services Private Limited

*Note: This is a System Generated Document and does not require physical signature.*

*This document contains confidential information. If you are not the intended recipient, you are not authorized to use or disclose it in any form. If you have received this in error, please destroy it along with any copies and notify the sender immediately.*





## **NON-SOLICITATION AND CONFIDENTIALITY AGREEMENT**

### **A. Confidential Information:**

1. I agree and acknowledge: (a) that in the course of and as a consequence of my employment with the Company and because of the nature of my responsibilities I will have access to and will be entrusted with Confidential Information (as defined below) concerning the Company's business; (b) that I will occupy a position of trust and confidence with respect to such Confidential Information; (c) that the Company entrusts me with Confidential Information in reliance on a confidential relationship arising out of my employment with the Company and my execution of this Agreement; and (d) that such Confidential Information that I may acquire or to which I may have access is of great value to the Company.
2. I will not, during my employment or thereafter, remove or transfer physically, electronically or in any other way any Confidential Information (or any copy thereof) from premises or property owned, used or leased by the Company, except: (a) as is required in the course of my duties for the Company and as is necessary for me to perform my duties; or (b) if I have received advance written consent from an authorized Executive Vice President of the Company. Upon any termination of my employment, all documents and electronic files containing Confidential Information (including all copies) and all Company property will be turned over immediately to my manager or other designee at the Company, and I shall retain no copies thereof.
3. I agree that, during the course of my employment with the Company and after I cease to be employed by the Company for any reason, I will not, directly or indirectly, for my own or another's benefit, use, make known or divulge any Confidential Information, except: (a) as is required in the course of my duties for the Company and as is necessary for me to perform my duties; or (b) if I have received advance written consent from an authorized Executive Vice President of the Company.

### **B. Competitive Restrictions:**

1. I agree that, during my employment with the Company, I will not directly or indirectly, nor will I assist anyone else to, engage in any activity that is competitive with the Company or any of its subsidiaries or affiliates.
2. I agree that, during my employment with the Company and for a period of six (6) months after I cease to be employed by the Company for any reason, I will not, directly or indirectly, except as authorized by the Company in the course of my duties for the Company: (a) provide, or directly assist in the provision of, any



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



Competitive Services or Products to any Client or Prospective Client (as defined below); (b) Solicit, or directly assist in the Solicitation of, any Client or Prospective Client; or (c) solicit, encourage, advise, induce or cause any Restricted Person (as defined below) to terminate his or her employment or engagement with the Company, nor provide any assistance, encouragement, information, or suggestion to any person or entity regarding the solicitation or hiring of any Restricted Person.

3. I acknowledge that my duties for the Company are not confined to any specific geographic area. Rather, my duties pertain to particular clients, and the identities and locations of these particular clients may change from time to time. I therefore agree that the restrictions in this Agreement attach to my conduct in any country where the Company has carried out business in which I have been materially involved or concerned and with respect to Clients and Prospective Clients wherever they may be located during the six (6) month period after I cease to be employed by the Company.
4. Nothing in this Agreement shall prohibit my Solicitation of or my providing Competitive Services or Products to any Client or Prospective Client with whom I can demonstrate that I had a business relationship prior to the start of my employment with the Company, provided that no Confidential Information is used, directly or indirectly, in connection with that Solicitation or provision of Competitive Services or Products.
5. If my employment with the Company lasts for less than six (6) months, the time period of the competitive restrictions provided for in this section shall be reduced to be equal to the number of months that I was employed by the Company.
6. Nothing in this Agreement is intended to prevent me from seeking or accepting employment with any other financial services institution, bank, trust company, brokerage firm, or other competing entity after the termination of my employment with the Company, so long as such employment does not violate the restrictions of this Section B.

C. Work Product:

1. Any work product, inventions, methods, processes, software, procedures, improvements, property, data, documentation, information or materials that are prepared, conceived, discovered, reduced to practice, developed or created by me, either jointly or severally, during, in connection with, for the purpose of, related to, or as a result of any work I performed for the Company, the business of the Company, or the Company's actual or demonstrably anticipated research or development (the "Work Product") shall be owned exclusively and perpetually by the Company. I agree to disclose promptly all Work Product to the Company. I hereby unconditionally and irrevocably transfer and assign to the Company all right,





Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



title and interest (including all patent, copyright, trade secret and any other intellectual property rights) that I currently have (or in the future may have) by operation of law or otherwise in or to any Work Product. I acknowledge that all Work Product that may be copyrighted shall be deemed, to the extent permitted by law, “works made for hire” as defined in the U.S. Copyright Act, 17 U.S.C.A. §101 et seq. (or equivalent local legislation as applicable), I agree to waive all rights (including “moral rights”) in all Work Product, and I further agree to and hereby assign to the Company all of my right, title and interest (including copyright) in the Work Product. Nothing in this Agreement shall be construed to grant the Company any interest in materials that I prepared, conceived, discovered, reduced to practice, developed and created entirely on my own time and for which no equipment, supplies, facilities, resources, or trade secret information of the Company was used, unless those materials relate to the Company’s business (including the Company’s actual or demonstrably anticipated research or development) or result from any work that I performed for the Company.

2. To the extent that any document or other filing can be prepared or filed in order to perfect, evidence or register any transfer as referenced in paragraph C.1 above, then I will, at the cost of the Company, sign and otherwise assist with any such document or filing (and any steps related thereto) as the Company considers desirable.

D. Definitions: For purposes of this Agreement:

1. “Company” means The Northern Trust Company, its successors, and any and all subsidiaries or other affiliates (or any of their successors) as to which I perform services, or have access to Confidential Information, during my employment. For purposes of this Agreement, the term “affiliate” means any entity that owns or controls, is owned or controlled by, or that is owned or under common control with The Northern Trust Company.
2. “Competitive Service or Product” means any service or product that satisfies both of the following criteria: (a) is the same or substantially similar to or competitive with any service or product that the Company provided to its clients during my employment by the Company, and (b) is one as to which I had material involvement or access to Confidential Information at any time during the period of twelve (12) months prior to the termination of my employment with the Company.
3. “Client” means any person or entity to which the Company provided Competitive Services or Products, and with which I had contact or about which I had access to Confidential Information, during the last twenty-four (24) months of my employment. “Prospective Client” means any person or entity to which the Company provided, or from which the Company received, a proposal, bid, or written inquiry (general advertising or promotional materials and mass mailings excepted) for the Company to provide Competitive Services or Products and with



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



which I had contact, or about which I had access to Confidential Information, and with whom the Company has been engaged in negotiations, during the last twelve (12) months of my employment. “Client” shall not include any person or entity that acted only as a referral source for the Company during the last twelve (12) months of my employment.

4. “Solicit” and “Solicitation” (with respect to Clients or Prospective Clients) mean directly or indirectly, and without the Company’s written authorization, to invite, encourage, request, or induce (or to assist another to invite, encourage, request or induce) any Client or Prospective Client to: (a) surrender, redeem or terminate a product, service or relationship with the Company; (b) obtain any Competitive Service or Product from me or any third party; or (c) transfer a product, service or relationship from the Company to me or any third party.
5. “Confidential Information” means all information regarding the clients of the Company, or regarding the current or planned business of the Company, which has not been made generally known to the public by authorized representatives of the Company, whether created or supplied to me by the Company or compiled by me in the course of my duties for the Company, including but not limited to: (a) client information, such as client lists (in any form) and other non-public personal, business, financial, or other information regarding the clients or prospective clients of the Company, such as the identities of clients and prospective clients (including names, addresses, phone numbers, email addresses, and social security numbers or other government-issued identification numbers), information regarding clients’ accounts, their borrowings, their financial needs, their current or proposed transactions, their investment preferences and/or history, contract terms, client files, all internal analyses of clients and/or their accounts or investments, and all other information regarding clients that the client or applicable law designates as private or confidential; (b) financial information, such as financial plans, reports, and forecasts; earnings figures; and profitability information; (c) corporate strategies, and business, marketing and/or strategic plans; (d) business procedures and methods, computer data, software, and systems designs of the Company; (e) all personnel files and information and any lists of employees, vendors, or independent contractors of the Company; and (f) all information for which the Company has a legal or contractual obligation to treat as confidential. Confidential Information does not include information which has become available to the public generally (otherwise than as a result of any breach by me of any obligation owed by me to the Company).
6. “Restricted Person” means any person of Officer level or above who provided services to the Company (whether as an employee, agent, independent contractor, or otherwise) within the last six (6) months of my employment with the Company, and with whom I had material business-related contact, about whom I had access to



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



confidential personnel information, or for whom I had direct or indirect supervisory responsibility, during my employment with the Company.

E. Notice and Other Agreements:

1. If for any reason I decide to leave the Company, I agree that I will provide written notice of my intention to leave as provided in my contract of employment with the Company or (if no such notice period exists) of ten (10) business days (two (2) weeks), setting out the date I want to leave, and (as soon as I know it) the name of my next employer, with a description of what my expected position will be. I agree that the Company may contact my new employer regarding my obligations under this Agreement.
2. I recognize that the restrictions set forth in this Agreement are reasonable in scope, including as to time, geography, and the nature of the activities they prohibit, and that they are no more extensive than is necessary in order to protect the legitimate interests of the Company. I further recognize that the Company will suffer immediate and irreparable harm as the result of any breach of such restrictions and that monetary damages will not be adequate to compensate the Company for such breach. I understand that the Company may seek injunctive relief, in addition to monetary damages, to enforce those restrictions. I acknowledge that the period of the restrictions in this Agreement shall be reduced by any period of garden leave exclusion to which I may be subject under my contract of employment with the Company.
3. If any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, it shall be limited, modified and construed in accordance with applicable law as it then shall appear, and if such modification does not or cannot occur, then the provision in question shall be severed, this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein, and the remainder of this Agreement shall be enforceable and binding upon the parties.
4. I understand and acknowledge that if I transfer positions or locations between or among Northern Trust Corporation subsidiaries or affiliates, I may be required to sign another, substantially similar Non-Solicitation and Confidentiality Agreement. I agree that the Company may assign this Agreement, and I hereby consent to such assignment and to the enforcement of this Agreement by the Company's successors and assigns. This Agreement and the rights and obligations of the Company and I hereto shall bind and inure to the benefit of any successor or successors of the Company, but neither this Agreement nor any rights or benefits hereunder may be assigned by me.



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN - U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. - SEZ,  
Survey No.72/2/1, Kharadi, Pune - 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



5. This Agreement is intended to supersede the provisions of any employment agreement or other agreement that I may have previously entered into with the Company regarding the subject matters described in this Agreement, but this Agreement will not supersede the terms and conditions of any agreement pertaining to any equity award that I may previously have received.

My signature below or my electronic acknowledgment indicates my agreement to the above terms. I hereby acknowledge that I have read, understood, accept, and agree to the above terms of my employment or, where applicable, changes to the terms of my employment which take effect at the date of this Agreement.





# LitM Financial Pvt.Ltd.

---

Date: 26<sup>th</sup> July 2022

To,

Charan M V

Balaji Nagar,

Krishna Murthy Layout,

Bangalore 560029

Dear Charan,

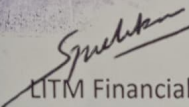
This is with reference to your application for the internship and the subsequent discussions you had with us during the interview on 22<sup>nd</sup> July 2022 at LITM Financial Pvt Ltd office on the following terms and conditions.

1. **Position:** Full – time Intern
2. **Job Location:** Bangalore
3. **Office Address:** #3488, Beginest Harbor2, 14<sup>th</sup> Main Road, HAL 2<sup>nd</sup> Stage, Indiranagar, Bangalore - 560008
4. **Stipend:** You will get a monthly Stipend of Rs.10000/- (Rupees Ten Thousand only).
5. **Internship Duration:** 1<sup>st</sup> August 2022 to 15<sup>th</sup> December 2022.
6. **Working Hours:** You have to work from Monday to Friday 9.30 AM to 6.30 PM and Saturday 9.30 AM to 1.30 PM. You are expected to serve your duties with proper discharge for the company during these working hours.

We congratulate you on your appointment and assure you to get our full support for your professional growth and development.

Sincerely,

For LITM Financial Pvt Ltd

  
LITM Financial Private Limited



**Magnik India**

C-56/12 Industrial Area, Phase 2,  
Sector 62, Noida, Uttar Pradesh 201301  
www.magnikindia.com  
info@magnikindia.com

**23 March, 2022**

**DHARMESH GOWDA H D,**

**Dayananda Sagar Institutions, Bangalore**

**Subject-Offer letter for the summer internship**

**Dear Sir/Ma'am!**

**Congratulations on this new opportunity. We are very excited to offer you an internship role within the Sales and marketing department of Magnik India, starting on 15<sup>th</sup> April 2022. You will be reporting to Shaily Goyal.**

**We look forward to your continued growth within your education and career and are excited about the impact you'll make at our company.**

**Regards,**

*Sameer Rai*

**Sameer Rai**

**Manager, Magnik India**



IKEA/FY21/RTIN/BLR

**13<sup>th</sup> May 2022**

**Diksha Goyal,**

Sub: Offer Letter

In continuation to our discussions, we are pleased to offer you the position Checkouts Co-Worker on weekly contract basis at **IKEA Nagasandra** as per the below contract details:

**Contract Type:** 24 hours per week

**Number of worked hours each day:** 8 hours

Please note that this would be a fixed term contract of Six months from the date of joining.

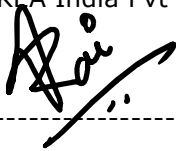
Your Monthly Gross Salary will be **INR 18,065** (Eighteen Thousand Sixty Five) which is equivalent to **Annual CTC of INR 2,60,856** as per the attached break-up (**Appendix**)

After receiving your acceptance of the above, a formal letter of Appointment will be given to you on the first day of your joining IKEA. We seek your confirmation on this offer till **20<sup>th</sup> May 2022** or else it is deemed void.

This offer is valid with the condition that your Background Verification is positive.

Yours sincerely,

For IKEA India Pvt Ltd



**Vinaya Rai**

**Unit People & Culture Manager**

**Authorized Signatory**

I hereby accept this offer as a \_\_\_\_\_ on the terms and conditions stipulated in this letter and confirm to join IKEA from \_\_\_\_\_.

Date.....

(Signature)

**Compensation Layout**

Name	Diksha Goyal
Designation	Checkouts Co-Worker
Department	Customer Relations
Location	Bangalore Store

**Annexure I - Compensation Details**

	Components	Monthly (INR)	Annual Component (INR)
A	Basic Salary	18,065	216,778
B	HRA	-	
C	LTA (Paid Annually)		
D	Conveyance Allowance	-	
E	Special Allowance	-	-
<b>F</b>	<b>Annual Guaranteed Cash** (AGC = A+B+C+D+E)</b>	<b>18,065</b>	<b>216,778</b>
G	One IKEA Bonus*** (on 100% target achievement)	Annual Component	18,065
<b>H</b>	<b>Total Annual Cash (F+G)</b>	<b>18,065</b>	<b>234,842</b>
I	Employer's contribution to PF	2,168	26,013
<b>J</b>	<b>Cost to Company (CTC = H+I)</b>	<b>20,233</b>	<b>260,856</b>

*\*\*Annual Guaranteed Cash is Gross. Statutory deductions (PF, Professional Tax, ESIC etc.) and tax will be deducted from Gross AGC, as applicable.*

*\*\*\* Our Annual Bonus programme is called One IKEA Bonus (OIB). The actual amount of OIB payout will be determined under the terms of the One IKEA Bonus global policy and may vary depending on the company's performance. The bonus is payable annually and is contingent on you being employed with the company on or before 1st March of a year. The amount specified above is on achieving 102% performance target*

*Note: IKEA at its sole discretion, alter, amend or discontinue any of these benefits at anytime to comply with statutory provisions.*



**CONFIDENTIAL**

Dear Diya Jain

Date: 6<sup>th</sup> January 2022**Offer of Employment by TMMS Solutions Private Limited**

With reference to your application and the subsequent interview you had with us, we are pleased to extend an offer of employment to you with TMMS Solutions Private Limited (“Company” which expression includes its successors-in-interest and assigns), in the position of **Trainee - Business Development in our Training and Certifications Business Division**.

The Company is a rapidly evolving IT Management Consulting & Training organization. We are sure that your association with us will be enriching and rewarding. Here, we strive to create a workplace that is teeming with intelligent and creative minds, a workplace where work-life balance is part of the culture of the organization, and a workplace where ownership, risk and initiative is rewarded and reinforced on a continuous basis.

The terms of our offer are outlined in the following pages. If there is anything that needs more clarity you can call the Human Resource Manager, **Ms. B V Rashmi at +91 9008354778** or mail at the following mail id: **hr@consultantsfactory.com**

If you are agreeable to the terms and conditions of appointment, then kindly confirm your acceptance of appointment by signing and sharing to us a copy of this letter by **7<sup>th</sup> January 2022**. This offer is valid up to this date only. Upon your acceptance, this offer letter, including the Terms and Conditions annexed hereto, shall become a binding contract.

We are confident that your employment with our Company will prove mutually beneficial and look forward to having you with us.

Sincerely,  
For TMMS Solutions Private Limited

B V Rashmi  
Associate Director- HR

Acceptance:  
I accept the appointment and will join my duties with effect from \_\_\_\_\_.

Name: \_\_\_\_\_

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

## TERMS AND CONDITIONS

At the time of joining, you are requested to submit the following documents:

1. Copies of Academic Qualifications (the originals will be returned to you after verification) – inclusive of 10th, plus 2 or equivalent, graduation and post-graduation (if any).
2. Experience Certificate, if any, including the offer letters and relieving letters from all the previous employer/s
3. Salary Certificate from the previous employer (If Applicable)
4. Two (2) passport size photographs
5. PF/EPF number, if any, from your previous organization
6. Copy of the passport
7. Copy of Income-Tax PAN Card/ PAN intimation letter from Income-Tax Department, if any.

Please note that the Company takes a very serious view if any of the foregoing information is suppressed or falsified. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

### Commencement:

Your employment with the Company will commence on or before **01<sup>st</sup>February 2022**, and is subject to termination by either party as provided below.

### Duties:

You will serve the Company in the role mentioned above and you will carry out such duties as required of you time to time.

You will devote full time, skill and attention to the work and business of the Company, and shall work faithfully, sincerely, diligently, efficiently and to the best of your ability to promote, continue and develop the interests of the Company. You will not place yourself in any position, or act in any manner, that conflicts with the interests of the Company.

The Company shall be at liberty to appoint any other person on a similar job title, jointly with you and to assign to him/her duties and responsibilities identical or similar to those placed upon you under this offer.

You will not, during your period of employment with the Company, directly or indirectly own, manage, operate, consult or be employed by any other business, whether on a full-time or part-time basis, without the express written consent of your Reporting Manager and the HR Team.

## Probationary Period:

You will be on probation for a period of **three (3)** months from the date of joining. During your probationary period the Company would have the opportunity to assess your suitability for the position and the levels of your performance.

Upon completion of the **three (3)** months the Company may in writing confirm you in your employment or extend the period of probation or do neither, in which case the contract of employment will expire automatically.

## Policies and Other Agreements:

In addition to the terms contained in the Offer Letter, your employment will also be regulated by the policies that may be made by the Company from time to time, including those provided in the Employee Handbook which is available for viewing on the company Intranet.

You will also execute such other agreements including the Non-Disclosure Agreement as may be required by the Company from time to time.

## Hours of Work:

You are required to work on all days from Monday to Friday each week of every month. Standard working hours are **09.00 AM to 06.00 PM.**, with Sixty (60) minutes of breaks. However, your actual working hours and working days (including working on public holidays) will often be determined by work flow and Company commitments. Any such work outside the working hours would not entitle you to any additional remuneration by way of overtime allowance or otherwise.

## Location of Work:

You are required to work from our Bengaluru Office as your base location.

The Address is provided as below:

**Consultants Factory**  
2<sup>nd</sup> Floor, 90/4, CRR Garden, Ward No. 193,  
Arakere, Bannerghatta Road,  
BTM 4<sup>th</sup> Stage, Bangalore-560076

## Travel and Transfer:

Based on business contingencies and at the sole discretion of the Company you may be required to travel and/or be transferred to other locations of the Company, its affiliates, clients, vendors and other stakeholders in India or abroad either temporarily or for a longer term.

## Remuneration:

**During your Probation Period** you will be offered a **fixed remuneration of Rs.18,000 per month + Performance Bonus** upto Rs.6000 per month on Target Accomplishment + **Other Benefits** (Includes Provident Fund)

Upon completion of your probation period, the Company at its sole discretion and business requirements may or may not offer you a full time employment based on your performance. In case you are offered a full time job opportunity in the role of **Business Development Executive**, you may be offered a **Total CTC of upto Rs. 7,00,000 Per Annum. It includes a Fixed remuneration of Rs. 3,00,000 per Annum + Variable Incentives upto 3,00,000 Per Annum + Annual Performance Bonus upto Rs. 1,00,000** based on your individual and company's performance + **Other Benefits** (Includes PF and Medical Insurance).

You shall also be eligible for Gratuity, Payable at the time of exiting the company, provided you have completed a minimum of 5 years of service.

## **Relocation Reimbursements:**

Reimbursement for your initial travel to Bangalore to report to work are stated as below:

- We shall reimburse your travel from your hometown/base location to Bangalore
- We shall provide accommodation and all meals for the first 7 days (6 nights)

## **Tax Deducted at Source:**

As required by law the Company will deduct taxes at source on payments made or benefits given to you by the Company. Otherwise, you shall be responsible for taxes including filing tax returns.

## **Method of Payment:**

Fixed component of your remuneration for a given month shall be paid on the 1<sup>st</sup> day of the next month in arrears. The Company reserves the right to vary this procedure at its option. Such variance, if any, will be communicated to you.

## **Review of Salary:**

Your performance review shall be done during your appraisal meetings, scheduled at the end of 31<sup>st</sup> Mar 2023. Your reporting manager will set milestones to assess your performance.

## **Leave:**

You will be entitled to leave of such types and for such duration as identified in a “Leave Policy” that the Company may issue and amend from time to time.

## **Non-compete and Non-solicit**

During your employment and 12 calendar months thereafter from the date of the last date of employment with TMMS, you shall not directly or indirectly, in any capacity whatsoever become associated with, perform or render any services to, or conduct any activity for, or on behalf of, any business, trade, or profession which provides services similar to those provided by the Company; or directly or indirectly, call upon, contact, interfere with and/or solicit any existing or prospective customer or customers of the Company, or existing or prospective business opportunities, which were solicited, contacted, serviced, or whose account, existence or potential need for services came to the knowledge of Employee during the term of his/her relationship with the Company, for any purpose, including but not limited to, that of interfering with, diverting or taking away the business of such person or entity or providing services similar to, or competitive with, the services of Company; During your employment and thereafter you shall not directly or indirectly, alone or in any capacity, solicit or in any manner attempt to solicit or induce any person or persons engaged, retained, or employed by the Company or any affiliated entity, to leave such employment or violate their contractual obligations to the Company.

## **Termination:**

During the period of probation, the Company reserves the right to terminate your employment at any time by giving written notice of 1 month (30 Days) without assigning any reason. During the probation period you may terminate your employment with the Company by giving written notice of 1 month (30 Days).



Only the Company may, at its discretion, terminate the appointment by giving 30 Day's salary in lieu of notice.

If you are a confirmed employee, your employment may be terminated at any time by yourself, or by the Company, with or without cause, by giving 2 months (60 Days) notice in writing to that effect. Only the Company may terminate your services by paying salary in lieu of notice; you shall serve out the notice period and fulfil your responsibilities unless the Company accepts payment of salary in lieu of notice.

However, your obligation to serve the notice period shall be a right in favour of the Company and in no case shall be construed as a right conferred on you; the Company may fully or partly waive its right to notice and relieve you from your duties without payment of salary in lieu thereof.

During the notice period you are not entitled to avail any leaves. Further, if the Company terminates your employment for misconduct the Company shall not give you notice or salary in lieu of notice.

The Company has the right to initiate legal action or any such action as it may feel right, against you and your family in case you fail to complete the above conditions and settle the dues with the Company.

### **Abandonment:**

You will be deemed to have abandoned and given up your lien on your employment if you remain absent from work for a continuous period of 5 (five) working days without communicating the reasons for your absence. Consequently, your services will automatically stand terminated from the 6th day of absence. However, the Company may, at its option, and for satisfactory cause shown, condone your absence.

### **Confidentiality:**

This offer of employment is made to you in confidence, and its terms must not be disclosed by you to anyone outside your immediate family. Your other obligations of confidentiality shall be governed by the terms of the Non-Disclosure Agreement and Information Security Policy.

### **Dispute Resolution:**


The laws of India shall govern these terms and conditions. Disputes hereunder shall be referred to a single arbitrator in accordance with the procedure established by the Arbitration and Conciliation Act, 1996. The venue of arbitration shall be Bangalore. The language of arbitration shall be English. In the event that parties need to seek and obtain an injunctive remedy, they hereby consent to the exclusive jurisdiction of the Courts in Bangalore Urban District.

### **Miscellaneous:**

On the day of joining, you will be required to execute and accept the Company's Non-disclosure Agreement and Information Security Policy and such other standard agreements as the company requires its employees to sign. The Company reserves the right to conduct background investigations and/or checks on all of its potential employees. If, upon investigation/verification, the Company should find any discrepancy in your educational or employment details as provided in your resume, the Company will revoke this offer of employment stating the exact reasons for the same.

If you have any information to divulge, including the existence of any bonds/ agreements signed with your previous employer that may have an adverse impact on you accepting this offer of employment, we urge you to bring the same to the notice of the Company immediately. Please note that if any of

the information and documents provided by you at the time of joining is false, or if you suppress any material information at the time of joining, the Company takes a very serious view of the matter. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

For TMMS Solutions Private Limited	For Employee
	
B V. Rashmi	Diya Jain



## OFFER LETTER

Dear **Eman Huda,**

Vaamoz is excited to bring you on board as a **Sales Executive**.

We're just a few formalities away from getting down to work. Please take the time to review our formal offer. It includes important details about the terms and conditions of your anticipated employment with Vaamoz.

Vaamoz is offering you **work from home** as **Sales Executive**, reporting to **Keval Manek (Operations Head)** starting on **25th of April 2022** at the **Vaamoz HQ**. Expected hours of work are **Monday-Saturday** from **10a.m. to 7p.m.**

In this position, Vaamoz is offering to start you at a pay rate of **2,16,000 per annum**. You will be paid on a monthly basis, starting **10th of May 2022**

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement on or before **14th April 2022**.

**Sincerely,**

**Sender Name:**

**Position: Founder and C.E.O.**

A handwritten signature in black ink, appearing to read "Ariz Shaikh".

**Ariz Shaikh**

**Date: 11th April 2022**

**Place: Mumbai**



**CONFIDENTIAL**

Dear Eshwari M

Date: 11<sup>th</sup> May 2022**Offer of Employment by TMMS Solutions Private Limited**

With reference to your application and the subsequent interview you had with us, we are pleased to extend an offer of employment to you with TMMS Solutions Private Limited (“Company” which expression includes its successors-in-interest and assigns), in the position of **Trainee - Business Development in our Consulting Division**.

The Company is a rapidly evolving IT Management Consulting & Training organization. We are sure that your association with us will be enriching and rewarding. Here, we strive to create a workplace that is teeming with intelligent and creative minds, a workplace where work-life balance is part of the culture of the organization, and a workplace where ownership, risk and initiative is rewarded and reinforced on a continuous basis.

The terms of our offer are outlined in the following pages. If there is anything that needs more clarity you can call the Human Resource Manager, **Ms. B V Rashmi at +91 9008354778** or mail at the following mail id: **hr@consultantsfactory.com**

If you are agreeable to the terms and conditions of appointment, then kindly confirm your acceptance of appointment by signing and sharing to us a copy of this letter by **12<sup>th</sup> May 2022**. This offer is valid up to this date only. Upon your acceptance, this offer letter, including the Terms and Conditions annexed hereto, shall become a binding contract.

We are confident that your employment with our Company will prove mutually beneficial and look forward to having you with us.

Sincerely,  
For TMMS Solutions Private Limited

B V Rashmi  
Associate Director- HR

Acceptance:  
I accept the appointment and will join my duties with effect from \_\_\_\_\_.

Name: \_\_\_\_\_

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

## TERMS AND CONDITIONS

At the time of joining, you are requested to submit the following documents:

1. Copies of Academic Qualifications (the originals will be returned to you after verification) – inclusive of 10th, plus 2 or equivalent, graduation and post-graduation (if any).
2. Experience Certificate, if any, including the offer letters and relieving letters from all the previous employer/s
3. Salary Certificate from the previous employer (If Applicable)
4. Two (2) passport size photographs
5. PF/EPF number, if any, from your previous organization
6. Copy of the passport
7. Copy of Income-Tax PAN Card/ PAN intimation letter from Income-Tax Department, if any.

Please note that the Company takes a very serious view if any of the foregoing information is suppressed or falsified. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

### Commencement:

Your employment with the Company will commence on or before **1<sup>st</sup> June 2022**, and is subject to termination by either party as provided below.

### Duties:

You will serve the Company in the role mentioned above and you will carry out such duties as required of you time to time.

You will devote full time, skill and attention to the work and business of the Company, and shall work faithfully, sincerely, diligently, efficiently and to the best of your ability to promote, continue and develop the interests of the Company. You will not place yourself in any position, or act in any manner, that conflicts with the interests of the Company.

The Company shall be at liberty to appoint any other person on a similar job title, jointly with you and to assign to him/her duties and responsibilities identical or similar to those placed upon you under this offer.

You will not, during your period of employment with the Company, directly or indirectly own, manage, operate, consult or be employed by any other business, whether on a full-time or part-time basis, without the express written consent of your Reporting Manager and the HR Team.

## Probationary Period:

You will be on probation for a period of **three (3)** months from the date of joining. During your probationary period the Company would have the opportunity to assess your suitability for the position and the levels of your performance.

Upon completion of the **three (3)** months the Company may in writing confirm you in your employment or extend the period of probation or do neither, in which case the contract of employment will expire automatically.

## Policies and Other Agreements:

In addition to the terms contained in the Offer Letter, your employment will also be regulated by the policies that may be made by the Company from time to time, including those provided in the Employee Handbook which is available for viewing on the company Intranet.

You will also execute such other agreements including the Non-Disclosure Agreement as may be required by the Company from time to time.

## Hours of Work:

You are required to work on all days from Monday to Friday each week of every month. Standard working hours are **09.00 AM to 06.00 PM.**, with Sixty (60) minutes of breaks. However, your actual working hours and working days (including working on public holidays) will often be determined by work flow and Company commitments. Any such work outside the working hours would not entitle you to any additional remuneration by way of overtime allowance or otherwise.

## Location of Work:

You are required to work from our Bengaluru Office as your base location.

The Address is provided as below:

**Consultants Factory**  
2<sup>nd</sup> Floor, 90/4, CRR Garden, Ward No. 193,  
Arakere, Bannerghatta Road,  
BTM 4<sup>th</sup> Stage, Bangalore-560076

## Travel and Transfer:

Based on business contingencies and at the sole discretion of the Company you may be required to travel and/or be transferred to other locations of the Company, its affiliates, clients, vendors and other stakeholders in India or abroad either temporarily or for a longer term.

## Remuneration:

**During your Probation Period** you will be offered a **fixed remuneration of Rs.18,000 per month + Performance Bonus** upto Rs.18000 per quarter on Target Accomplishment + **Other Benefits** (Includes Provident Fund)

Upon completion of your probation period, the Company at its sole discretion and business requirements may or may not offer you a full time employment based on your performance. In case you are offered a full time job opportunity in the role of **Business Development Executive**, you may be offered a **Total CTC of upto Rs. 7,00,000 Per Annum. It includes a Fixed remuneration of Rs. 3,00,000 per Annum + Variable Incentives upto 3,00,000 Per Annum + Annual Performance Bonus upto Rs. 1,00,000** based on your individual and company's performance + **Other Benefits** (Includes PF and Medical Insurance).

You shall also be eligible for Gratuity, Payable at the time of exiting the company, provided you have completed a minimum of 5 years of service.

### **Tax Deducted at Source:**

As required by law the Company will deduct taxes at source on payments made or benefits given to you by the Company. Otherwise, you shall be responsible for taxes including filing tax returns.

### **Method of Payment:**

Fixed component of your remuneration for a given month shall be paid on the 1<sup>st</sup> day of the next month in arrears. The Company reserves the right to vary this procedure at its option. Such variance, if any, will be communicated to you.

### **Review of Salary:**

Your performance review shall be done during your appraisal meetings, scheduled at the end of 31<sup>st</sup> Mar 2023. Your reporting manager will set milestones to assess your performance.

### **Leave:**

You will be entitled to leave of such types and for such duration as identified in a “Leave Policy” that the Company may issue and amend from time to time.

### **Non-compete and Non-solicit**

During your employment and 12 calendar months thereafter from the date of the last date of employment with TMMS, you shall not directly or indirectly, in any capacity whatsoever become associated with, perform or render any services to, or conduct any activity for, or on behalf of, any business, trade, or profession which provides services similar to those provided by the Company; or directly or indirectly, call upon, contact, interfere with and/or solicit any existing or prospective customer or customers of the Company, or existing or prospective business opportunities, which were solicited, contacted, serviced, or whose account, existence or potential need for services came to the knowledge of Employee during the term of his/her relationship with the Company, for any purpose, including but not limited to, that of interfering with, diverting or taking away the business of such person or entity or providing services similar to, or competitive with, the services of Company; During your employment and thereafter you shall not directly or indirectly, alone or in any capacity, solicit or in any manner attempt to solicit or induce any person or persons engaged, retained, or employed by the Company or any affiliated entity, to leave such employment or violate their contractual obligations to the Company.

### **Termination:**

During the period of probation, the Company reserves the right to terminate your employment at any time by giving written notice of 1 month (30 Days) without assigning any reason. During the probation period you may terminate your employment with the Company by giving written notice of 1 month (30 Days).

Only the Company may, at its discretion, terminate the appointment by giving 30 Day’s salary in lieu of notice.

If you are a confirmed employee, your employment may be terminated at any time by yourself, or by the Company, with or without cause, by giving 2 months (60 Days) notice in writing to that effect. Only the Company may terminate your services by paying salary in lieu of notice; you shall serve out



the notice period and fulfil your responsibilities unless the Company accepts payment of salary in lieu of notice.

However, your obligation to serve the notice period shall be a right in favour of the Company and in no case shall be construed as a right conferred on you; the Company may fully or partly waive its right to notice and relieve you from your duties without payment of salary in lieu thereof.

During the notice period you are not entitled to avail any leaves. Further, if the Company terminates your employment for misconduct the Company shall not give you notice or salary in lieu of notice.

The Company has the right to initiate legal action or any such action as it may feel right, against you and your family in case you fail to complete the above conditions and settle the dues with the Company.

### **Abandonment:**

You will be deemed to have abandoned and given up your lien on your employment if you remain absent from work for a continuous period of 5 (five) working days without communicating the reasons for your absence. Consequently, your services will automatically stand terminated from the 6th day of absence. However, the Company may, at its option, and for satisfactory cause shown, condone your absence.

### **Confidentiality:**

This offer of employment is made to you in confidence, and its terms must not be disclosed by you to anyone outside your immediate family. Your other obligations of confidentiality shall be governed by the terms of the Non-Disclosure Agreement and Information Security Policy.

### **Dispute Resolution:**

The laws of India shall govern these terms and conditions. Disputes hereunder shall be referred to a single arbitrator in accordance with the procedure established by the Arbitration and Conciliation Act, 1996. The venue of arbitration shall be Bangalore. The language of arbitration shall be English. In the event that parties need to seek and obtain an injunctive remedy, they hereby consent to the exclusive jurisdiction of the Courts in Bangalore Urban District.

### **Miscellaneous:**

On the day of joining, you will be required to execute and accept the Company's Non-disclosure Agreement and Information Security Policy and such other standard agreements as the company requires its employees to sign. The Company reserves the right to conduct background investigations and/or checks on all of its potential employees. If, upon investigation/verification, the Company should find any discrepancy in your educational or employment details as provided in your resume, the Company will revoke this offer of employment stating the exact reasons for the same.

If you have any information to divulge, including the existence of any bonds/ agreements signed with your previous employer that may have an adverse impact on you accepting this offer of employment, we urge you to bring the same to the notice of the Company immediately. Please note that if any of the information and documents provided by you at the time of joining is false, or if you suppress any material information at the time of joining, the Company takes a very serious view of the matter. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

For TMMS Solutions Private Limited	For Employee
B V. Rashmi	Eshwari M





20/MAY/2022

**HADI UMER**

**Dayananda Sagar College of Management & IT**

**19CQC26036**

**Calicut, Kerala, India**

**Passport No: T1993594**

Dear **Hadi Umer**,

It gives us great pleasure to inform you that you have been granted an opportunity to join our team as an intern in the role of the **Operations and Marketing Associate**. The internship will be for a term of 12 weeks starting from the **30th May 2022**. The initial pay would be **AED 2500** and incentive based on your performance. Post graduation, you will also be offered a position with a pay of **AED 5000** and incentive as a **Pre Placement Offer**.

Overseeing the organisation's marketing programme, campaign planning, and annual strategic planning activities are among the key obligations you will be expected to fulfil. You'll also help with general office work and are likely to participate in other activities outside of this role to advance your knowledge, confidence, and skills.

You will also be granted leave and will also be allowed to attend every examinations and mandatory functions conducted by your University/College. On acceptance of this offer propounded by us, a copy of this letter will be sent to the respected department of your College/University.

Looking forward for your response. We hope that our collaboration will be mutually beneficial, and that you will enjoy working with us. Please do not hesitate to contact us if you have any further questions.

Sincerely,



Ayaz T  
Managing Partner





Ref: 817878/1899591/Permt

Date: 24th June, 2021

**Haleema Sadiya**  
#: 182, 5th Cross, Jhbc Layout  
Kadirehalli Road, Bangalore - 560078  
Phone No: 9591481136

**Subject - Offer of Appointment**

Dear **Haleema Sadiya**,

It is our pleasure to welcome you to Tech Mahindra Limited.

1. With reference to our discussions, we are pleased to offer you appointment in our Organization as **Associate-Customer Support** on **U1** band, operating out of our **Bangalore** office.
2. Your "Annual Total Cash Compensation" will be **Rs. 303075 (Rupees Three Lakhs Three Thousand Seventy Five Only)**. Please refer **Annexure-A** for details on the compensation and statutory deductions.
3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
4. Your employment with us will be governed by terms and conditions as specified in **Annexure-B**.
5. You are required to join on **25th June, 2021** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
6. On the date of joining, you are requested to report to **Monica Mary Arockiaraj at 10:00 AM** to complete the joining formalities at **Tech Mahindra Limited, Electronic City, Phase-2, Bangalore - 560100**. At the time of joining, you are expected to carry originals of the documents as per **Annexure – D** and submit the copies of the same to the HR Team.
7. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Monica Mary Arockiaraj** latest by **25th June, 2021**.

9. For any clarification / further Information on-

- Employment terms and conditions, please get in touch with **Offers Team** (E-Mail: **SM00592470@TechMahindra.com**)

For Tech Mahindra Limited



**Mukul Sah**  
**Group Function Head (Support) – Human Resource**

**Encl: Annexure-A** (Salary Structure), **Annexure-B** (Important / Indicative Terms & Conditions of Employment), **Annexure-C** (Medical Self declaration), **Annexure-D** (Check List of Documents), **Annexure-E** (Confidentiality Agreement), **Annexure F** – Intellectual property Assignment, **Annexure-G** – General Covenant, **Annexure H** -(Code of Conduct and Ethics).

**Accepted**

Date:

Signature of Candidate:

**Annexure - A**

NAME	Haleema Sadiya	
TITLE	Associate-Customer Support	
BAND	U1	
LOCATION	Bangalore	
<b>COMPONENTS</b>	<b>Per Annum</b>	
	<b>(All figures in Indian Rupees)</b>	
BASIC (@30% OF TOTAL FIXED PAY)	78812	
HRA (@70% OF BASIC)	55169	
TRANSPORT ALLOWANCE	12000	
BONUS / STATUTORY BONUS	15762	
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	9457	
EMPLOYER'S CONTRIBUTION TO ESI (3.25% OF TOTAL SALARY COMPONENTS)	0	
PERSONAL PAY	91507	
<b>TOTAL FIXED PAY..... (A)</b>	<b>262707</b>	
<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>29190</b>	
<b>ADDITIONAL BENEFITS..... (C)</b>	<b>11178</b>	
GRATUITY	3791	
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	7387	
<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>303075</b>	

Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -

**i) \*Transport Allowance:**  
 - Applicable, only if company transport is not availed.

**ii) \*\*Payment of Bonus:** The provisions of Payment of Bonus Act, 1965, as amended from time to time are currently applicable to you.

**iii) \*\*\*Performance Incentive** would be payable to you starting from your Go Live Date. Maximum amount based on 100% performance; however, the actual payout shall be based on individual performance against set targets and / or performance of the organization. The Performance incentive will be paid-out as per existing company policy.

**iv) Insurance:**

- a) Group Term Life Insurance Coverage:** You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.
- b) Hospitalisation coverage:** You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of **Rs. 3 lakhs** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be **Rs. 2 lakhs**.
- c) Group Personal Accident Insurance (GPAI) coverage:** You would be enrolled under the Company's GPAI scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.

**Notes:**

- a)** Performance Incentive will not be payable if you have resigned and are serving notice period or are not on the company rolls on the date of disbursement
- b)** Performance Incentive would be subject to Tax deduction as per Income Tax Act
- c)** The Company reserves the right to amend, modify, rescind / reinstate the above mentioned schemes partly or completely at any point of time.

**With Best Wishes,  
For Tech Mahindra Ltd.**

**Accepted by :**



**Mukul Sah  
Group Function Head (Support) – Human Resource**

**Location :  
Date :**



## Annexure – B

### 1) Employment Agreement

#### a) Code of Conduct

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of The Company.

#### b) Secrecy

You are expected to maintain utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of Tech Mahindra Limited. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.

c) Employee data – By accepting this Offer and furnishing your personal data to the Company, You are according your irrevocable consent to Company to possess, deal with or handle Your sensitive personal data either by itself or through any third party agency during the term of your employment with the Company subject however to the terms of the Privacy Policy of the Company. You are aware that your personal data is confidential in nature and Company shall process the same in the course of its business, in terms of its privacy policy with due and reasonable care.

#### d) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

#### e) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have

agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of the Tech Mahindra Ltd.

- (i) You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure in Tech Mahindra Ltd
- (ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of Tech Mahindra's clients (except as directed by Tech Mahindra Ltd), directly or indirectly.
- (iii) You will not be employed by a client of Tech Mahindra Ltd for which you performed services while employed by Tech Mahindra.
- (iv) You will not solicit or induce Tech Mahindra Ltd associates to join a client or to compete with Tech Mahindra Ltd.
- (v) You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with any relationship between a consultant, a supplier or a service provider and the Company.

**f) Exclusivity of Services, Publications, Gifts/Anti-bribery**

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You hereby covenant and undertake that you will:

- Not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- Comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.

- Not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.
- You hereby agree not to involve in receiving any gift/bribery during your tenure with the Company. You shall abide and follow the Company's anti-bribery policy which is hereby incorporated for reference. This Company policy shall be amended from time to time.

**g) Confidentiality / Non-Disclosure**

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.
- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Tech Mahindra will either be Intellectual Property of the Tech Mahindra or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by Tech Mahindra Limited or the Client.

**h) Non-Disparagement Obligations**

You covenant and agree that, during the term of your employment and anytime thereafter, neither you nor any of your legal heirs or any person acting on your/their behalf, will in any way publicly disparage, bring into disrepute, defame, libel, slander or otherwise criticize the Company, its subsidiaries, affiliates, successors, assigns, officers, directors (including any former directors/ officers of the Company or its subsidiaries), employees, shareholders, agents, attorneys or representatives, or any of their clients, customers, partners, other service providers, or any of their products or services, in any manner that would damage the business or reputation of the Company or any of its clients, customers, partners, other service providers. Any violation of this section shall necessitate an investigation and appropriate disciplinary action including termination from the services and/ or appropriate legal action.

## 2. Assignments/Transfer/Deputation

Though you have been engaged for a specific position, The Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

## 3. Termination of Employment

- (a) Either party can terminate this employment by serving a notice of **60** days on the other. The Company may at its absolute discretion make a payment representing salary (basic) in lieu of notice of termination. However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, Tech Mahindra Limited. may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.
- (b) In the event of your serving on The Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, etc. to the relevant parties.
- (c) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to mandatorily fulfill requirements of **Clause 3(a)** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- (d) Unauthorized absence or absence without permission from duty for a continuous period of 7 working days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
- (e) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in **Clause 3(a)** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- (f) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in **Clause 3(a)** herein above on the grounds of misrepresentation of facts.



- (g) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration Form. In the event you have been accused, charged and/or convicted for any criminal offence, at any time whether prior or subsequent to your joining The Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/or convicted for any criminal offence, your joining shall be subject to specific written confirmation from The Company. The Company at its sole discretion reserves the right to terminate your employment as mentioned in **Clause 3(a)** or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, The Company shall be entitled to take such other action at any time as it may deem fit.
- (h) The Company reserves the right to carry out banned/ illegal drugs/narcotic substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks, banned/ illegal drugs/narcotic substance screening tests and verifications are carried out by The Company or a third party agency engaged by The Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is mis-stated or is unstated or document submitted by you are not correct or banned/ illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to fore with terminate your employment as per the procedure mentioned in **Clause 3(a)** herein above and/or revoke your appointment with The Company, without further reference in the matter.

#### **4. Statement of Facts**

- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company, The Company shall have the right to terminate your services forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.
- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

#### **5. Company Policies**

You are required to comply with all the policies of the Company including but not limited to the Code of Ethical Business Conduct, the Policy on Prevention of Sexual Harassment and such other policies, as communicated to the associates of Tech Mahindra from time to time. In case of any violation or failure to comply with such Company Policy/policies, the Employee shall be subjected to the disciplinary action as per company policy. These policies are available on Tech Mahindra's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with Tech Mahindra's policies.

Tech Mahindra reserves the right to interpret, change, suspend or terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

## **6. Personal Indebtedness**

Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited. You understand and accept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.

## **7. Restraints**

### **Access to Information**

Information is available on need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

### **Authorization**

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

### **Smoking**

We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as "No-Smoking Zone".

### **Passwords**

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

### **Unauthorized Software**

You shall not install, download, copy and duplicate any unauthorized or unlicensed software, programs, games, attachments on to your computer systems.

### **Security**

Security is an important aspect of our communication and office infrastructure. We have security personnel deployed on all the floors who take care of the security. Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipment's/infrastructure out of the office premises for any reason the associate shall obtain the gate pass from the security staff after the authorization from your mentor.

The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information. For some projects, The Company uses sophisticated data encryption devices. Your work table and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One can take a duplicate key after signing for it for one's own or team member's table or storage.

**(a) Destroying Papers & Material**

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

**(b) Use of Company Resources**

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official laptop provided to you by the Company and to keep track on individual users activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

(iii) You shall access only those web sites, which are relevant to your work at hand.

(iv) You shall not use any company resource for hacking or other unethical / illegal activities.

(v) You shall not circulate or distribute offensive/pornographic material through e-mail or in any other manner.

**8. Overseas Service Agreement**

As The Company will be spending substantial amount of time and money for your deputation /secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

**9. Intellectual Property Rights**

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arising out of your activities hereunder, or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto, shall be transferred to The Company in accordance with applicable law. You shall, as and when requested by The Company (at Company's cost and expense), assist The Company in perfecting the Intellectual Property Rights in any manner The Company deems fit. You shall execute/sign the Intellectual Property Rights Assignment document as and when required by Tech Mahindra Limited or the Client.

## **10. Jurisdiction**

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Mumbai** only.

## **11. Retirement**

Your services with the Company will come to an end immediately upon your attaining the age of retirement as per the then prevailing policy of the Company. For the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive.

Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

## **12. General**

The above terms and conditions including those in Annexure - A (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

**13.** You shall be present in the office during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified/ altered from time to time. The Company does not encourage overtime work and accordingly does not have a policy for payment of overtime.

**14.** You shall provide details regarding the utilization of your time by entering the same into Tech Mahindra Limited's electronic timesheet system on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to Tech Mahindra Limited's timesheet system.



15. This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through Tech Mahindra Limited to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shall extend your co-operation (if asked for) during such verification without any protest or demur.
- 

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure – B and I hereby accept and agree to abide by them. I am also required to fill the EMPLOYMENT VERIFICATION FORM, complete in all respects and bring it along with all the other documents / testimonials as required (Annexure D) at the time of joining.

**Name in full** :

**Signature** :

**Address** :

**Date** :

**Place** :

**Annexure- C - Medical Declaration**

MEDICAL DECLARATION FORM			
Applicant ID <i>(To be filled by HR)</i>		Associate ID <i>(To be filled by HR)</i>	
First Name:		Last Name:	
Gender: Male / Female		Date of birth (DD/MM/YYYY)	
		Blood Group	

**Candidate’s Medical History:**

Candidate’s Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds from any previous employment opportunity?			

Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

**Have you ever suffered/are you suffering from any of the following? (Please tick whichever applicable)**

	Heart Attack		Diabetes
	High Blood Pressure		Stroke
	Night Blindness		Valve Disorders
	Asthma		Slipped disc
Any other major disease/illness that you may be willing to disclose			

**Candidate's Declaration:**

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

**Signature:**

**Name:**

**Date:**

(DD/MM/YY)



## Annexure – D – Checklist of the Documents

At the time of joining, you are requested to bring the following documents in **original(For Verification only)**, along with 1 copy of each.

- (a) Certificates' supporting your educational qualifications along with marks sheets
- Xth Certificate & mark sheets
  - XIIth Certificate & mark sheets
  - Degree Certificate & Semester/year-wise mark sheets
  - Master's Certificate & Semester/year-wise mark sheets
  - Diploma/PG Diploma Certificate & Transcripts
  - Any other Certificate with supporting documents – if any
- (b) Your relieving letter from your present organization
- (c) Service Certificate from the last employer as well as all previous employers.
- (d) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed.
- (e) Two passport-sized color photographs with white background.
- (f) Valid Passport  
*Please submit copy of the valid Passport (inclusive of all blank pages). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.*
- (g) PAN Card and Proof of PAN Number  
*You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.*
- (h) Aadhaar Card  
*You MUST carry and provide your Aadhaar Card copy. Please note that it is mandatory to provide your Aadhaar card number for processing KYC in EPFO portal. If applied for, please submit a copy of the acknowledgement as issued by the authorities.*

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, The Company reserves the right to revoke the offer.

## **Annexure E - Confidentiality Agreement**

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.
- 3) Information from Tech Mahindra Limited's vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that :
  - The confidential information shall remain the sole and exclusive propriety of Tech Mahindra Limited and I shall regard it as confidential and secret information.
  - The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of Tech Mahindra Limited.
  - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at Tech Mahindra Limited.
  - I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
  - I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited. Officials or the expressed written authorization of the third party owner.
  - Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to Tech Mahindra Limited which in any way were obtained by me during my employment at Tech Mahindra Limited .which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to Tech Mahindra Limited. upon termination of my employment.
  - This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.

- IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name:

Signature:

Date :

## **Annexure - F - Intellectual Property Assignment**

Associate Name:

Associate ID:

Date:

In consideration of my employment with Tech Mahindra Limited and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited and business, its necessities and plans and the information of its customer, I hereby agree as follows:

### **(a) Intellectual Property Assignment**

I hereby assign, to Tech Mahindra Limited or its successor, designees or assigns, any and all rights in any design, invention, discovery, or other intellectual property (including without limitation, right to apply for and obtain a patent) which I may create, develop or assist in creating of developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by Tech Mahindra Limited whenever made by me and for any work made and/or created or cause to made and/or created in the course of my employment whether on the customer project or otherwise.

Tech Mahindra Limited shall be the first owner of the copyrights therein and for work made and/or created or cause to made and/or created in the course of my employment. If by virtue of any law or any judgment, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever throughout the world, without any obligation of payment of royalty or any other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of Tech Mahindra Limited I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by Tech Mahindra Limited to secure to Tech Mahindra Limited., its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

### **(b) Restrictions after Termination**

I further agree upon termination of my employment to surrender to Tech Mahindra Limited all software programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, sales promotions, marketing or customer's information or other activities of Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED

ACCEPTED

\_\_\_\_\_

\_\_\_\_\_



## Annexure – G

### Agreement – General Covenant Against Disclosure and Covenant Not to Compete / Non- Solicitation

In consideration of my employment "Tech Mahindra Limited", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

**1.** I agree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by Tech Mahindra Limited I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited either within or outside of business hours.

**2.** I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

**3. Actions Required on Termination:** Upon termination of my employment at Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

**4. Covenant Against Disclosure:** I understand that it may be desirable and necessary for Tech Mahindra Limited or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoices, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the

names, addresses, or special requirements of Tech Mahindra Limited's customers. This Section 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

a. Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

b. Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited has had the opportunity to prevent or limit such disclosure.

c. In the event of a breach or threatened breach of this Section 4 by Associate, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

d. In the event that Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemed reasonable or enforceable. In the event of any breach by Associate, the Non-Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

**5. Ownership of Work Product:** Tech Mahindra Limited shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as Tech Mahindra Limited may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

**6. Partial Restriction on Post-Termination Competition:** Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited's expectation of receiving a considerable return from the exclusive use of my services and know-how in the future, free from any danger that Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited.

**7. Covenant Not To Compete.** I hereby covenant and agree as a part of and ancillary to this Agreement that for the 12 months period following the termination of my employment with Tech Mahindra Limited (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of Tech Mahindra Limited for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for Tech Mahindra Limited within the two year period preceding the date my employment with Tech Mahindra Limited ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest.

(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect Tech Mahindra Limited's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect Tech Mahindra Limited's business interests and

proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

**8. Compliance Not Contingent Upon Additional Consideration:** I understand and acknowledge that the wages, compensation,, benefits training and experience that Tech Mahindra Limited. provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any additional or special payment or compliance with the covenants and agreements herein.

**9. Damages and Remedies:** I acknowledge and agree that if violate this Agreement, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited. may take legal action in the court specified below in Paragraph 14 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of Tech Mahindra Limited., an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, Tech Mahindra Limited. shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

**10. Severability:** Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.

**11. Entire Agreement:** This Agreement reflects the full and complete agreement between myself and Tech Mahindra Limited. on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of Tech Mahindra Limited.

**12. Binding Effect:** This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of Tech Mahindra Limited. (Together with their successors and assigns).

**13. Choice of Law:** This Agreement will be governed and controlled in all respects by the laws of India.

**14. Choice of Forum:** The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.



In the event of any violation of the terms of this clause, I agree that I shall be liable to Tech Mahindra Limited. For liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited. Would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Signature

\_\_\_\_\_  
Name of Candidate

For and on Behalf Of  
**Tech Mahindra Limited**



**Mukul Sah**  
**Group Function Head (Support) – Human Resource**

**Annexure – H**

PROOF OF ACCEPTANCE OF  
Code of Ethical Business Conduct (CEBC)  
And  
Statement of Policies and Procedures for Preventing Insider Trading

To  
Tech Mahindra Ltd.  
Date of Joining: \_\_\_\_\_

Dear Sir/Madam,  
I \_\_\_\_\_ Associate Id No \_\_\_\_\_

(Associate) of Tech Mahindra Ltd, do hereby state to have read and accepted that Tech Mahindra Code of Ethical Business Conduct (CEBC) and Statement of policies and Procedures for Preventing Insider Trading. In Company website ([www.techmahindra.com](http://www.techmahindra.com) >> Investors >> Overview), I have read and fully understood the above stated code of conduct and Ethics for directors and Associates and Statement of Policies and Procedures for preventing Insider Trading and shall abide by the policies, procedures and Principles contained therein.  
I understand that any misinterpretation and /or false understanding given herein may attract penalties as laid down under the policy.

Authorized Signatory (HR) Signature of the Associate  
Name:



May 05, 2022

To,  
Harshitha S  
D/O: Suresh H,  
#654 6th A Cross, 9th Block, 2nd Stage,  
Near Bandemaramma Temple Nagarabhavi,  
Bangalore North, Karnataka - 560072

**Internship Offer Letter**

Dear Harshitha,

Greetings from Josh Software Pvt Ltd.

We are happy to invite you to join our organization as Intern for a period of 3 months starting from May 09, 2022. You would be based in our Bangalore office.

During this period, you would be paid a stipend of INR 15,000 i.e., Rupee Fifteen thousand per month.

During your internship, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of internship, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your internship, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

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

I hope that your association with the Company will be successful and rewarding.

Yours sincerely,

**For Josh Software Private Limited**

DocuSigned by:  
*Shailesh Kalekar*  
DDE78A1028E342F...  
May 6, 2022 | 01:55 PDT

**Authorized Signatory**  
**Shailesh Kalekar**  
**Chief Operating Officer**

The Accenture logo, featuring the word "accenture" in a white, lowercase, sans-serif font with a small white chevron symbol above the letter 'e'. The logo is positioned on the left side of a purple-to-orange gradient banner.

**Come work at the  
heart of change**



To,

**Name :** Hemanth M L Kumar

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

Dear Hemanth M L 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.



If potential new joiners are unable to complete the Accenture specific stream training program in the given 3 attempts successfully, their services with the Company shall be terminated as per the Terms of Employment.

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

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

#### **Annexure A**

- Career Level - 12
- Proposed role - System and Application Services Associate
- Annual fixed compensation for the fiscal will be **INR 3,00,000**; 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 25,500**. 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.
- Maximum Annual Total earning potential – **3,25,500**
- Additional Notional Benefits: Gratuity as per law (if applicable) + Benefits: **INR 8,000**  
# Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
- Maximum Annual Total earning potential + Total Additional Benefits – **INR 3,33,500/-**

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”

**OL No: SKLR6289**

**26 February 2022**

Attach / Paste  
Your Photo Here

Dear **Impana L Modi**,

We congratulate you for being selected as Business Development Trainee at **SKLR EDTECH PVT LTD** “At will basis” which can be extended. Please find the following confirmation of your Training :

Title : **Business Development Trainee**  
Training Date : **14 March 2022 to 23 March 2022 (Unpaid)**  
OJT Start Date : **24 March 2022**  
OJT End Date : **23 September 2022**

**COMPENSATION:** *(Subject to statutory deductions)*

Stipend : **INR 15,000** Per Month + **INR 12,000** as incentives  
Target : **220000** INR per month.

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to [hr@skolar.in](mailto:hr@skolar.in) within **2 working days from the receipt of this mail. The offer shall stand** automatically withdrawn without further action on the part of **SKOLAR if we do not receive your acceptance as per the mentioned timeline.**

**Working Hours** : 9 Hours a day *(Inc. Lunch Break)*.

**Job Type** : Full Time Training.

**Location** : Bangalore.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **14 March 2022**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.
- During the training period you will not receive any of the employee benefits that regular employees receive.
- During the training period, the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons, you will have to serve a notice period of 1 month (as per the T&C mentioned by HR's) or have to pay a compensation equal to 1 month stipend.
- You will be receiving your full and final compensation post resigning from the company after 45 days only after completion of all the exit formalities (T&C applicable as per the discussion during exit).
- The first 10 days of your training period will be unpaid as you will be undergoing various skill development activities.
- The original documents you provided will be returned to you once the training/internship is completed.
- Anytime you wish to take back the original documents due to any reasons between your training period, you are required to submit a valid replacement document which is approved by HR.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will observe all policies and practices governing the conduct of our business and employees.
- Official communication either within the company or outside the company should be through the company Email of your manager only.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>● 10th standard or equivalent examination</li><li>● 12th standard or equivalent examination</li><li>● Graduation</li><li>● Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications
2.	COLOR SCANNED COPY OF YOUR : <ul style="list-style-type: none"><li>● Signed Offer Letter with passport size photograph attached to it.</li></ul>
3.	Aadhar Card, PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: <ul style="list-style-type: none"><li>● Bank PassBook First Page</li><li>● Bank Name, Your Name as per Bank records, Account Number, IFSC Code</li></ul>
5	Any of the below mentioned Original Marksheet must be submitted for employment verification. <ul style="list-style-type: none"><li>● 10th Standard Original Marksheet</li><li>● 12th Standard Original Marksheet</li><li>● Degree Consolidated Marksheet</li><li>● Diploma Consolidated Marksheet</li></ul>
6.	<b>Mandatory RT-PCR Report which should be taken 48 hours before reporting date OR 2nd Dose/Fully Vaccinated Certificate.</b>



# VULGAR

(Avinash Fashion proprietorship)

28th October 2021

*Private & Confidential*

Mr. Tharun Kumar S

Dear Tharun,

Subject: Internship project with Vulgar

Congratulations!

It's our pleasure to offer you an internship with the Vulgar team. You are required to join on 29th October 2021. The duration of this internship is four months.

The mentor overseeing your work will be Mr. Akshay Sharma (Founder & Creative Director at Vulgar). The details of your work shall be given to you upon joining.

You shall be paid a stipend of INR 10000 /- (Ten thousand) per month during this tenure. You will be working remotely for the company during your internship and whenever your presence is required in person you shall be available. In case of travel done for the company, you can claim the reimbursement. There is no provision for any other expenses from the company's side.

We wish you all the best.

Thanks & Regards,

Vulgar Team

Signature  
Akshay Sharma  
(Founder & Creative Director)

I accept the offer basis above terms & conditions.

---

Tharun Kumar S

Place:

Date of joining:



**28-Jan-2022**

**Dear Lavita Paul,**  
MCA, Computer Science  
Dayananda Sagar College of Engineering, Bangalore

**Candidate ID – 19927258**

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 **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance, as applicable.

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

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

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

This offer from Cognizant is valid for 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, if offered to you:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs

focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

### 3.1 Cognizant Internship (If offered to you):

- a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.
- b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program
- c) There would be zero tolerance to malpractices and misconduct during Internship engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship terms and conditions from time to time.

### 3.2 Continuous Skill Development (CSD) Program (If offered to you):

- a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrolment into the program.
- b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

### 4. Training - Post Joining Cognizant:

Upon successful completion of Internship or CSD program (if offered to you), one of the below options would be followed based on business demands.

- a) You could be onboarded directly to business without any additional training.
- b) You could be deployed into a formal training based on business specific skill track and it can be used as basis towards your allocation to projects/roles.
- c) You could be onboarded directly to business and be given on-the- job training, specific to their project or business needs.

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

Yours sincerely,

**For Cognizant Technology Solutions India Pvt. Ltd.**



Maya Sreekumar

**Vice President – Human Resources**

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

**Signature:**

**Date:**

### Compensation and Benefits

**Name:** Lavita Paul **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



**Provident Fund Wages:**

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

**Employees State Insurance:**

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

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

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

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

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

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

## Employment Agreement – Cognizant Technology Solutions India Private Limited

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

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

AND

Lavita Paul, 24, residing at \_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

### 1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

### 2. Place of Employment

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

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

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

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

#### **4. Confidentiality**

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### **5. Data Protection**

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### **6. Work Schedule**

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
- c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

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

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

## **7. Background Check**

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

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

## **8. Compliance with Company Policies**

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

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

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

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

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

## **10. Representations and Warranties**

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



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

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

## **11. Indemnity**

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

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

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

## **13. Unauthorized Absence**

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

## **14. Retirement**

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

## **15. Termination of Employment**

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

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

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

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

## 16. Deputation, Assignment and Transfer

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

## 17. Survival

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

## 18. Dispute Resolution and Governing law

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

## 19. General

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

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

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

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

**Cognizant Technology Solutions India Private Limited**

**Lavita Paul**

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

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

Name:

Name:

## OFFER & CONTRACT OF INTERNSHIP

Dear Manish A,

With reference to your application and subsequent interview, we are pleased to offer you internship program as "Finance" at Star Fing

Your internship will be offline, starting from **July 18<sup>th</sup>, 2022**.

The tenure of Internship would be for TWO months i.e. from **July 18<sup>th</sup>–September 18<sup>th</sup> 2022**. The stipend will be paid based on the performance, as discussed on "Pre-Internship Talk"

### Duties

1. Recognize the basics of the Stocks, commodities and Currency market
2. Examine the risks and rewards in the Stocks Commodities and currency market
3. Determine the participants in the Commodities market and their respective roles
4. Good understanding of international commodity market and understanding of economic data and interest in financial markets.
5. Should increase the knowledge of financial markets.
6. Should have excellent time management, technical skills and analytical skills.
7. Procurement of new demat& trading Accounts.
8. To educate and advise individuals on investment decisions.
9. An individual to fix up appointments with HNI investors, make presentations, follow up and close the deals.
10. Learning the importance of relationship between traders and clients.

If you agree to the terms of the Internship contract sent below, kindly send back a signed soft-copy of this letter by end of the day.

**Also, at the time of joining scanned & send photo copy of - Aadhar Card, PAN Card, College Bonafide Certificate, passport photo, and college ID card.**

We look forward to a mutually rewarding relationship.



Yours Sincerely,

**HR Department**



1. On your Joining you will be working on a project for period of two months tentatively from **18<sup>th</sup>July–September 18<sup>th</sup>,2022.**
2. During your internship you will be provided with ongoing feedback on your performances as measured against the goals and expectation of your position and program. Upon completion of task, you will undergo a performance evaluation process based on the company's performance criteria for interns. You will be awarded certificate of recognition upon successful completion of your internship.
3. You will be required to apply and maintain the highest standard of personal conduct and integrity and comply with all the policies and procedures of the company.
4. You are aware that during your internship, you will have access to and be entrusted with information in respect of the business if the company and its dealings, transaction and affairs, all which information's is may be confidential and/or proprietary.
5. All notes and memorandum (whether in physical or electronic media) of any trade secrets are confidential information concerning the business of the company or any it's supplier, agents clients distributors or customers which shall be acquired, received or made by you during the course of your internship shall be property of the company and shall be surrendered by you at the end of your internship tenure.

Explanation: "Confidential information" means the company's secrets and extends to all knowledge and information relating to the company's business, organization, finances, processes, specifications and technology.

6. You will be required to work Monday to Friday (inclusive) during our internship and your normal working hours shall be structured in accordance with the specific details of the work you are engaged in.
7. The company at any time decide to terminate your internship under this agreement without notice and without payment in lieu of notice, on any ground whatsoever, including change in the company's own plans and operations, or ground whatsoever, including change in the company's own plans and operations, or ground of unsatisfactory performance, gross default or misconduct in connection with or affecting the business of the company or violation of the company's policies, or absence without prior approval of your manager, or in the event of any breach or non-observance by yourself or any of the stipulations contained in this agreement which, in the company opinion is materially determined to its interest. You are required to at least acquire one client and trade on the live market as discussed in the interview process. Star Fing is providing knowledge and live market experience to our interns. No intern is liable ask for any refunds or any broker/brokerage claim in any capacity.



## Memorandum of Understandings

This memorandum of Understanding is executed on (18/07/2022) between two parties indicated below:

- **Star Fing**
- **Manish A**

This Memorandum of Understanding stands as evidence that **Star Fing** and **Manish A**, have agreed upon the agreement that once the MOU is signed, either of the parties cannot call-off in the middle of the internship.

Terms and Conditions:

- If interns won't be able to fulfill the company's criteria, then the company won't provide the certificate of completion.
- Interns are required to acquire one client in the second month of internship and handle the portfolio as a part of the project curriculum.
- To provide candidates for internship for the mentioned duration of two months joining from (18/07/2022).
- To cooperate and ensure good conduct towards colleagues and authority.

Best Regards,

**HR Department**

**Star Fing**

Candidate Signature

8. You shall be promptly terminated whenever requested by the company and in any event upon the termination of your internship (however and whenever such termination occurs) deliver to the company (or as otherwise directed by the company) all keys and passes, computers, computer disks, correspondence, documents, books, papers, files, records and reports and other property or materials belonging to or relating to the business of the company or control in the course of or in course queries of your internship and you shall not be entitled to and shall not retain any copied thereof.
9. You will be offered "Pre-placement offer" (Full Time Employment) based on your performance during internship period.

Acceptance

Name:

Signature:

Date:

## Confidential and personal

Date: 12<sup>th</sup> July 2022

### SUB: Letter of Offer

Dear Manjima,

Thank you for your interest to join Easy Authoring. You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile, relevant experience, performance and credentials set forth by you in the selection process. You have been selected for the position of “**Recruitment Trainee**”.

Your job offer and employment is conditional upon your satisfactory relieving from your current organisation and outcome of a positive background check.

**We would also require you to submit a No Objection letter for you to take up a full-time employment from your current College / University. If not provided, this offer is liable to lapse at the discretion of EAI.**

The terms of this offer of employment are as follows:

- 1) Easyauthoring India Private Limited (EAI) is a facilitator for HR and Payroll processing with Global BPO Seek Pty Ltd trading as Easy Authoring of Level 35, Tower One, International Towers, 100 Barangaroo Avenue, Sydney, NSW 2000, Australia as the ultimate employer.
- 2) Your Annual Gross CTC will be **Rs.3,60,000** /- p.a. (Rupees Three Lakhs Sixty Thousand Only) annually. This includes **Rs. 2,000 towards your travel allowance**. If a cab facility is availed/provided, the same will be deducted. You are required to treat your compensation as highly confidential, which is to be discussed only with your reporting Manager or HR Manager if need arises.
- 3) You will be under probation for an initial period of six months (from the date of joining) and will be confirmed based on the successful completion of your probation.
- 4) The standard terms and conditions of employment is enclosed.
- 5) Your employment will be subject to termination on one month’s notice on either side or salary in lieu thereof.
- 6) You will be part of regular employment schemes of the company and will be subscribed for compulsory schemes as per your employment terms and conditions enclosed.
- 7) We request you to join for duty on 1<sup>st</sup> August 2022. Please note that the date may vary. You are requested to submit the documents mentioned below, at the time of joining.
- 8) Certificates in support of Educational / Professional Qualifications.
  - Previous Employment Details
  - Relieving letter
  - Pay-slips (Last 3 months) & Salary Certificate

- 4 Passport size Photographs
- Residential proof: Present and permanent
- Aadhar Card/Passport
- Pan Card
- Bank Details
- Emergency Contact No.

Please sign a copy of this letter and return it as an acceptance of the offer. If not accepted before 15<sup>th</sup> July 2022, this offer is liable to lapse at the discretion of EAI.

We look forward to you joining us and wish you a stellar career growth with Easy Authoring. Please do not hesitate to call us for any information you may need.

Wishing you a long and successful career with our company.

Yours sincerely,



**Vinod Subramani**  
**Authorised Signatory**

### Compensation Structure

Annual CTC	<b>Rs. 3,60,000</b>	
Monthly CTC	<b>Rs. 30,000</b>	
<b>Components In salary</b>	<b>Per Month</b>	<b>Per Annum</b>
Basic + Dearness Allowance	15,100	1,81,200
House Rent Allowance	6,040	72,480
Interim Bonus	1,060	12,720
Travel Allowance	3,000	36,000
Food Allowance	3,000	36,000
PF Company share	1,800	21,600
	<b>30,000</b>	<b>3,60,000</b>

**Note:**

1. Quarterly Incentives will be in addition to the CTC. Based on performance there is no limit to the incentive that one can earn.
2. Annual Team Bonus for each team member is Rs. 60,000 (Rupee Sixty Thousand Only). This will be calculated on a pro-rata basis from the date of joining. The bonus may vary.
3. Medical Insurance lumpsum reimbursement of upto 16,000 per annum on receipt of the bills.



4. Five days work week. Saturdays are a business off.
5. The company will deduct PF (Employee contribution) and other statutory deductions where applicable.
6. The Company will deduct tax if any at source from your salary in accordance with the provisions of the Income-tax Act. 1961.



23rd-Feb-2022

Dear Monisha.M,

Congratulations! It is our pleasure to offer you the position of “**Admissions Counselor – Inside Sales** (Inside Sales)” at Grade “**G1**” with **upGrad Education Private Limited**.

upGrad is committed to building the careers of tomorrow by delivering the best learning experience at scale. In this journey, our people are our greatest assets, and we expect every upGrad team member to adhere to our core values of **Accountability, Speed, Passion, Integrity, Respect, and Excellence (ASPIRE).**

**Please find the specifics of your offer below:**

1. Your employment will be governed by upGrad Education Employment Agreement (“upGrad”) 2. You will be based at **Bangalore** office. upGrad reserves the right to change the location based on the business requirement. You will be given prior notice period of one (1) week before such a change.
3. The standard workdays would be for 5 days in a week on a rotational basis (This is subject to change, depending upon the vertical or the business you are a part of). Also depending on your deliverables, you will be required to manage your work hours/days to achieve your goals for the defined periods. The work timings may extend beyond the specified hours based on the Company’s requirement. The company reserves the right to change workdays and hours of work at any time and as per exigencies of work.
4. **Compensation:**
  1. **Fixed Component** of CTC will be **INR 350000 (Three Lakhs Fifty Thousand Rupees Only)**. This will be disbursed to you as per company’s current standard compensation plan (Annexure I attached).
  2. Over and above the fixed Compensation, you shall be eligible for performance-based incentive up to **INR 4,00,000 (Four Lakhs Rupees Only)** per annum on achieving specific targets, which will be paid as per the “Sales Incentive Plan”. You may be eligible for additional incentives subject to your out-performance which is confirmed by the Company. The details of the Sales Incentive plan will be made available to you once you join. The actual payout of the incentive may vary depending on a number of factors, including but not limited to Company and/or individual performance, management discretion and the terms and conditions of the applicable Sales Incentive plan.
5. You are expected to join us in the **JUNE** month of the year 2022. With the aim of providing a smooth onboarding process, the date of joining will be accommodated only after your final examination. On the basis of the information provided by you or Training & Placement Officer regarding your examination dates, the exact date of joining will be communicated to you and/or your Training & Placement Officer two (2) weeks prior to the date of joining. At the time of joining, you shall confirm that you have attended all your examination and there are

- no pending examinations. Any discrepancy found in the information provided by you regarding your examination dates/pending examinations can lead to disciplinary action.
6. You will be on a probationary review during the first six (6) months of your employment with the Company ('Probationary Period'). Confirmation of your employment is contingent upon your successful completion of the Probation Period.
  7. Nothing in this agreement, shall restrain upGrad from rescinding this offer letter due to business decisions before the date of joining.
  8. You will be required to submit to our HR a set of documents. (As detailed in Annexure II) at the time of joining.
  9. You will be required to submit the Education Degree Certificate or a Provisional Certificate from your College/University within six (6) months of your date of joining ("Education Certificate Submission Period"). If you have not received the Education Degree Certificate or a Provisional Certificate within the above stipulated time, you will have to submit a written undertaking from the College within one (1) month of expiry of the Education Certificate Submission Period, that you have appeared for the final examination and are awaiting results. Failing to provide the required documents might result in extension of your probation period or termination of your employment on immediate basis at the discretion of upGrad.
  10. This offer letter is non-binding on either party till the execution of the employment agreement.
  11. This Offer is subject to Successful background verification.

Please confirm acceptance of the appointment letter by signing and returning a copy. We would like to take this opportunity to welcome you to **upGrad** family and look forward to have a long and mutually beneficial relationship.

With Kind Regards,

For **upGrad Education Private Limited**

**Received & Accepted**



**Preeti Kaul**  
President – Human Resources

**Monisha.M**  
(Signature)

## Annexure I

**Name: Monisha.M**  
**Department: Inside Sales**  
**Designation: Admission Counselor – Inside Sales (Inside Sales)**  
Grade: G1  
**Location: Bangalore**

Salary Head	Amount Per Month	Amount Per Annum
Basic	10,208	1,22,500
HRA	5,104	61,250
Special Allowance	12,055	1,44,650
Provident Fund	1,800	21,600
<b>Fixed CTC</b>	<b>29,167</b>	<b>3,50,000</b>
Variable		4,00,000
<b>Total CTC</b>	<b>62,500</b>	<b>7,50,000</b>

Note:

1. Term insurance of 10 lakhs if the fixed CTC is 7 lakhs or below. Term insurance of 20 lakhs if the fixed CTC is above 7 lakhs.
2. Mediclaim coverage of Rs. 5,00,000 for Self + Spouse + 2 Kids.
3. Group Personal Accident Insurance of Rs. 10,00,000.
4. The reimbursements will be subject to submission of Bills.
5. Failing to submit the bills for reimbursement, amount is still receivable but as a taxable component.
6. Tax will be deducted as per applicable slab rates.
7. The company would have the right to amend the salary breakup at any point of time – in line with its policies or governing regulations.
8. Your Compensation is subject to review, at the sole discretion of the Company, in accordance with Company's policies amended from time to time.
9. The Compensation review disbursement, if applicable, shall be determined and processed as per the company's policy.

## Annexure II

### Documents Required

1. Proof of Age and Current Address (Passport / Ration Card / Driving License / Voter's Id / Aadhar Card, Leave and License Agreement, Telephone / Electricity Bill).
2. Permanent Account No. (PAN) / Copy of PAN application (in case PAN is not available).
3. Aadhar Card / Copy of Aadhar application (in case Aadhar is not available).
4. Education Documents (Graduation/Diploma Certificates/NOC and Mark Sheets).
5. Previous Employer's Resignation Acceptance or Relieving/Experience/Service Certificate for candidates with prior experience (if applicable).
6. Four (4) passport size-colored photographs.



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN – U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



**Date: 10-March-2022**

## **Letter of Intent**

**Dear Nahid Parveen,**

Further to your job application and subsequent interview with our recruitment panel, we are delighted to offer you employment with **Northern Operating Services Private Limited** ("Northern") as “**Analyst I**”, in our **Bangalore** office. The duties and responsibilities of the position are as outlined in your meeting with the interview panel. This letter of intent is a mutual agreement between Northern and you for employment at Northern. Brief details of your employment terms are outlined below. A detailed offer letter will be sent to you closer to your joining date.

Date Of Joining	Will be Confirmed by HR as appropriate date approaches.
Salary	Your Annual Fixed Pay will be <b>₹ 306,987</b> payable monthly in arrears. This will be credited to your bank account on the last working day of each month. The salary break-up is detailed in Annexure
Retirals	You will be entitled to participate in the Northern Provident Fund and Gratuity Scheme as per statutory requirements.
Benefits	You will be entitled to the following discretionary benefits, which may be varied or removed by Northern at any time: <ul style="list-style-type: none"><li>• Northern provides transport to all its employees or a transportation allowance under the Transport Opt out Scheme</li><li>• Private Health Insurance for self, spouse, children and either of parents or parents in law;</li><li>• Accident insurance and</li><li>• Life assurance</li></ul>
Conditional Offer	Your appointment as “ <b>Analyst I</b> ” with Northern is conditional upon: <ol style="list-style-type: none"><li>1. You submitting your convocation/graduation certificate and/or course completion certification along with all semester mark sheets within six months from the date of joining Northern; failing to do so may amount to Northern taking corrective action which could lead to you being terminated from Northern</li><li>2. Background checks on your academic and professional qualifications, current residential address, experience, and any criminal records;</li></ol>



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN – U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



	<ol style="list-style-type: none"> <li>3. Receipt of written references;</li> <li>4. Your eligibility to work in India. (Under Indian immigration laws, foreign nationals must have appropriate employment visas before their employment commences.);</li> <li>5. You are not being subject to any obligation, whether under a contract of employment or otherwise, which would in any way restrict your ability to undertake or perform your duties with respect to financial services, such as with Northern;</li> <li>6. Your providing to Northern copies of all restrictive covenants, including but not limited to non-competition agreements, confidentiality agreements, non-solicitation agreements, non-hire agreements, and other restrictive contracts you may have entered into with former employers.</li> <li>7. Achieving and maintaining an acceptable standard for compliance purposes;</li> <li>8. Written acceptance of this letter of Intent.</li> </ol>
<p>Working Hours &amp; Leave</p>	<p>Your working hours and annual Leave shall be as per Northern policy and is detailed in the ‘Statement of Terms of Employment’ and ‘Northern Trust India Employee Handbook’. Your actual working hours will be advised by your manager and will not ordinarily exceed 40 hours a week. Please note that your login time may vary according to business needs, including modifications during daylight savings time. The 40-hour work week does not include an additional one-hour lunch break to which employees are entitled each workday. You may be required to work a shift pattern 5 days a week. In working a shift pattern you may also be required to work a night shift. Your hours of work may be subject to variation, depending on the schedule operated by your department which you will be notified of, from time to time, in writing. Subject to the shift pattern you work, you may be eligible for a shift allowance which you will be notified about as well. You should note that your entitlement to paid holiday and shift allowance may increase or decrease in the event that your pattern of work is altered. Employees may be required to work overtime. In such a case they will be compensated as per the provisions in the law.</p>
<p>Probation &amp; Notice Periods</p>	<p>The first six months of your employment will be probationary. Northern reserves the right to extend this period, if appropriate, in all the circumstances. Your probationary period with Northern Operating Services Private Limited will be considered to have been successfully</p>



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN – U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



	<p>completed after of six months or you will be advised in writing, if the Company decides to extend your probationary period. During your probationary period, initially of six months or any extended length of time, your notice entitlement will be one week, to be given by either party, prior to termination of the appointment. Upon successful completion of probation, you are obliged to give to Northern, or Northern is obliged to give you, notice of 60 prior to termination of the appointment</p>
--	--



Regd Off:  
Northern Operating Services Pvt. Ltd.  
2<sup>nd</sup> Floor, RMZ Ecospace, Campus 1C,  
Sarjapur Outer Ring Road  
Bangalore, 560 103,  
Karnataka, India.  
Main - +91 (80) 4017 8500  
CIN – U72300KA2005PTC048089

SEZ Unit:  
Northern Operating Services Pvt. Ltd.  
Tower A, 13<sup>th</sup> to 16<sup>th</sup> Floor,  
EON Free Zone- II,  
EON Kharadi Infrastructure Pvt. Ltd. – SEZ,  
Survey No.72/2/1, Kharadi, Pune – 411 014,  
Maharashtra, India.  
Main - +91(20) 48538200



### Salary Break up Annexure

**Name:** Nahid Parveen

**Date:** 10-March-2022

Salary Component	Amount
Basic	₹ 112,000
House Rent Allowance	₹ 44,800
Flexible Cash Component	₹ 123,200
Total Fixed Pay (TFP)	₹ 280,000
<b>Retirals</b>	
Employer's contribution to PF	₹ 21,600
Gratuity	₹ 5,387
<b>Sub Total</b>	₹ 26,987
<b>Annual Fixed Pay (TFP + Retirals)</b>	<b>₹ 306,987</b>
<b>Monthly Gross</b>	<b>₹ 23,333</b>

### **Northern Operating Services Private Limited**

*Note: This is a System Generated Document and does not require physical signature.*

*This document contains confidential information. If you are not the intended recipient, you are not authorized to use or disclose it in any form. If you have received this in error, please destroy it along with any copies and notify the sender immediately.*

My signature below or my electronic acknowledgment indicates my agreement to the above terms. I hereby acknowledge that I have read, understood, accept, and agree to the above terms of my employment or, where applicable, changes to the terms of my employment which take effect at the date of this Agreement.

Name & Email Address : Nahid Parveen , nahid24.parveen@gmail.com

Start Date: Will be Confirmed by HR as appropriate date approaches.





## Letter of Intent

Bangalore  
20/05/2022

Dear Navneeth R

With reference to your application and the subsequent Interview you had with us, we are pleased to offer you the position of “**Management Trainee**”.

If you agree to these terms, we would like you to join our company on **23/05/2022**

Your package for first Six Months of Training period will be **Rs. 25000/- per month (Take Home)**

Upon Successful Completion of your Training period you Salary Package will be **5,27,400 Per annum (CTC)**. Please see the **Annexure 1** for Break Up.

In case you fail to join on the aforementioned date, changes in the date of joining can be made on request after confirmation with HR. You are requested to report for duty as and when management asks.

**Office Address: -**

425/39, 11th Cross, Vinayaka Nagar, Chinnayanpalya, and Wilson Garden Bangalore Karnataka  
560027

On the day of your joining you are required to submit the hard copy of the following:

- Gusseted Rank office attested copies of Academic/Professional attainments.
- 
- Aadhar card, Pan Card, and Relieving letter photocopy.
- Medical Fitness Certificate from any Practicing Physician
- Two passport sizes colored Photographs.
- Certificate of Good Conduct from Your College

If on verification, at the time of appointment or a later date it is found that you have furnished wrong information, in such cases your services with the company will be liable to termination and the company is not liable to pay any dues of the employee in any condition.

Please sign a duplicate of this letter as a token of your acceptance of the above-mentioned terms.

With Best wishes



Yours truly

**SKW Investment Adviser**

**Annexure 1**

	Per Month	Per Annum
Basic Salary	16,225	1,94,700
HRA	6,490	77,880
Conveyance	1,250	15,000
Medical Allowance	1,600	19,200
Special Allowance	6,435	77,220
Professional Tax (PT)	200	2,400
EPF Employee Deduction	1,800	21,600
Total Deduction	2,000	24,000
<b>Gross salary per month</b>	<b>32,000</b>	<b>3,84,000</b>
<b>Net Salary (Gross-Total deductions)</b>	<b>30,000</b>	<b>3,60,000</b>
<b>CTC Calculation</b>		
Yearly Variable Incentive	0	1,20,000
EPF Employer Deduction	1,950	23,400
<b>CTC= Gross salary + (Employer PF+ ESI)</b>	<b>33,950</b>	<b>5,27,400</b>



## Annexure 2

**Attendance:** Punctuality is the essence of time. All staff must report to work on time accordingly to your shift timings. Monday to Friday 9:00 AM to 6:30 PM, 1<sup>st</sup> and 3<sup>rd</sup> Saturday is holiday and 2<sup>nd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Saturday 11:00 AM to 6:00 PM

**Probation / Confirmation:** You will be on probation for 6 months, no leaves are allowed during the probation period starting your date of joining. Unless stated in writing, you will be deemed a confirmed employee after the expiry of the initial or extended period of probation. If your performance and/or conduct is deemed poor or unfit by the company, your probation may be either extended, you may be put on a performance improvement plan or your employment may be dispensed at the discretion of the management. There is no leave encashment during or after probation, even if the employment is terminated by either of the party.

**Notice Period:** Employment with the company may be terminated by either party by sending a notice in writing and serving a notice period. The duration of the notice period is 90 days in case of confirmed employees and 60 days in case of employees on probation. The Company reserves the absolute right, at its sole discretion, to pay or recover salary in lieu of the notice period. It is clarified that the company shall not be required to serve any notice or pay any compensation or salary in lieu of the notice if you breach any of the provisions of this agreement or act contrary to the company's policy of interest or if you indulge in any unlawful activities. Issued and/or all other agreements, memorandum, documents, and discussions. Our relationship will be governed only by the terms hereof. There will be a Six Months employment bond between the organization and the employee. In case the employee does not serve the bond terms and conditions, the employee is liable to compensate the due amount as mentioned in the bond.

**Leaves:** During your employment, you shall be entitled to paid leave as per the prevailing policies of the Company. Absence from a continuous period of 3 days without prior approval of your superiors (including overstay on leave/training) would result in your losing our lien the service and the same shall automatically come to end without any notice or intimation.



**Professional Ethics:** Your employment with the Company is on a full-time basis. While you are in the services of the Company, you are not permitted to directly or indirectly, engage yourself or devote any time or attention to any full time or part-time employment, trade, business, or occupation, with or without remuneration, for any third person or concern (including self-employment). You shall also not undertake or be interested, either directly or indirectly, in any activities, which are contrary to or inconsistent with your employment with the Company or the Company's interest. You shall devote yourself exclusively to the business of the Company. Any breach of this condition on your part may lead to the immediate termination of your employment with the Company

**Verification:** Your employment is contingent upon:

The Company receives satisfactory references or background check results. You are medically fit for employment. Verification of the particulars submitted. Please note that in the event the Company is not satisfied with any of these items, the Company reserves the right to end this agreement of employment. Further, if at any time, it emerges, that any of the information provided by you is false or incorrect or that any material or relevant information had been suppressed or concealed or exaggerated, your offer pursuant hereto shall be considered ineffective. This shall be without prejudice to the right of the Company to take such action against you as it may be advised.

Date:03-05-2022

Applicant ID :Neha\_3\_78573  
Name :Neha S  
Location :BANGALORE

## OFFER LETTER

Dear **Neha S**

Thank you for your interest in Adecco.

Based on your resume and the interview you had with us, we are pleased to make you an offer of employment as **CONSULTANT** on deputation to our client **Juniper Networks India Pvt Ltd** on fixed term contract, for the remuneration as offered and agreed by us (details given below). The Management reserves the right to bifurcate or merge the allowances in basic salary.

The **Net Salary (In Hand)** offered to you is **Rs 20200.17 only per month**; detailed breakup is enclosed.

The management reserves the right to utilize your services on deputation to our clients on fixed term contract, anywhere in India, through our branch offices, either in existence or which may come into existence. Your initial place of posting will be at **BANGALORE**. However, you may be required to report to our Branch Office (address mentioned at the top right corner of this letter), to complete your joining formalities, in the event you have not been able to follow our digital process

This employment offer is subject to:

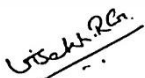
- a) The information provided by you in your resume and interviews are correct and valid.
- b) This offer letter is valid till the date of your joining which should not be later than **15 days** of issuance of this letter; your expected DOJ is **09-05-2022**. If you do not join us by the stipulated date, this offer is deemed invalid. Your formal appointment letter will be issued at the time of your joining, subject to receipt of various mandatory documents, as per list given below.
  - Aadhar card for proof of identity, proof date of birth and proof of address.
  - Educational certificates
  - ESI declaration in Form 1, PF nomination in Form 2 and Gratuity Nomination in "Form F"
  - PAN Card, Bank A/C details with proof
  - Six passport size photographs
  - Experience certificates and relieving letter from your previous employer (if applicable).
  - Proof of your last drawn salary (if applicable)

Please note that any claims based on alleged verbal promises by any authority in the organization are not a part of this letter and will not be entertained in future.

We look forward for you to join our organization at the earliest.

With warm regards,

**Adecco India Pvt. Ltd.**



Visakh R G  
Sr. Manager - SSC



Simi Chacko  
Asst. Manager - SSC

Authorized Signatory

Enclosures: - (i) Compensation Sheet; (ii) Consent letter

I hereby accept the above-mentioned terms and conditions.

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

## COMPENSATION SHEET

Applicant ID	: <b>Neha_3_78573</b>
Name	: <b>Neha S</b>
Designation	: <b>CONSULTANT</b>

Compensation	Rs. Per Month
BASIC SALARY	12520.00
ADVANCE STATUTORY BONUS	1043.00
HOUSE RENT ALLOWANCE	6260.00
MEDICAL ALLOWANCE	1250.00
CONVEYANCE ALLOWANCE	900.00
SPECIAL ALLOWANCE	27.17
GROSS (SUB TOTAL A)	22000.17
PROVIDENT FUND EMPLOYER	1800.00
EMPLOYER PF ADMIN CHARGES	75.00
EMPLOYERS EDLI CHARGES	75.00
EMPR INSURANCE GMC	864.00
EMPLOYER WC POLICY	225.00
EMPLOYER DEDUCTION (SUB TOTAL B)	3039.00
CTC (SUB TOTAL A+B)	25039.17
PROVIDENT FUND EMPLOYEE	1800.00
EMPLOYEE DEDUCTIONS (SUB TOTAL C)	1800.00
TAKE HOME (SUB TOTAL A-C)	20200.17

Annual CTC : **Rs. 300470.04**

**Note** : "Take home is subjected to all statutory deductions and applicable tax deductions"

*Visakh R G*

Visakh R G  
Sr. Manager – SSC

Authorized Signatory  
**Adecco India Pvt. Ltd.,**

I hereby accept the above-mentioned terms and conditions.

*Simi*

Simi Chacko  
Asst. Manager – SSC

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

## CONSENT LETTER

- Adecco India (“Adecco”) may collect, use or disclose the Personal Data which you provide to Adecco India for the Purpose described in the Adecco’s Data Privacy Policy (<https://www.adecco.co.in/privacy-policy/>) (“Adecco Policy”) including the provision of Services, storage, analytical or dispute resolution purposes, as well as, to comply with applicable laws, regulations and Adecco’s internal policies. Capitalized terms used in this form and not expressly defined shall have the same meaning as set out in the Adecco Policy.
- Adecco may also share your Personal Data with Adecco’s employees, officers, directors, clients (and its agents), Suppliers or third party vendors (IT, financial and legal advisors), or any statutory authorities and/or to any other Adecco affiliates, based locally or abroad, in order to reasonably achieve the Purpose. In any case, transfers to third parties will strictly be on a need to know basis, in order to comply with contractual or legal obligations.
- Adecco will handle, maintain and store your Personal Data - for a limited period of time, in compliance with Adecco Policy and the applicable laws and regulations.
- Adecco relies on your Personal Data to achieve the Purpose; hence, you warrant that the Personal Data you provide is accurate, correct and complete. If you wish to correct, update or delete your Personal Data, you may contact Adecco’s Data Protection Officer at [legal.India@adecco.com](mailto:legal.India@adecco.com).
- You are entitled to withdraw this consent at any time by giving notice to the Adecco’s Data Protection Officer. You acknowledge that such withdrawal shall apply prospectively and only affect Adecco’s future use or disclosure of your Personal Data.
- If you have any queries regarding Adecco’s treatment of your Personal Data, this consent form or any related matter, you may refer to [Adecco’s Data Protection Officer](mailto:legal.India@adecco.com) at: [legal.India@adecco.com](mailto:legal.India@adecco.com)
- For any government welfare scheme Aadhar is mandatory. Accordingly by signing this explicit consent letter you hereby allow Adecco to collect your Aadhar card/details. This will enable Adecco to link your Aadhar details to welfare schemes like ESI, EPFO etc. If you have any issue in sharing the details please specify the reasons in writing.
- You acknowledge that you have read and understood this consent and the Adecco Policy and provide your express consent to the collection, use and disclosure of your Personal Data as therein described.

Name: \_\_\_\_\_

Signature & Date: \_\_\_\_\_





**Magnik India**

C-56/12 Industrial Area, Phase 2,  
Sector 62, Noida, Uttar Pradesh 201301  
www.magnikindia.com  
info@magnikindia.com

**23 March, 2022**

**Prajwal C Sunkad,**

**Dayananda Sagar Institutions, Bangalore**

**Subject-Offer letter for the summer internship**

**Dear Sir/Ma'am!**

**Congratulations on this new opportunity. We are very excited to offer you an internship role within the Sales and marketing department of Magnik India, starting on 15<sup>th</sup> April 2022. You will be reporting to Shaily Goyal.**

**We look forward to your continued growth within your education and career and are excited about the impact you'll make at our company.**

**Regards,**

*Sameer Rai*

**Sameer Rai**

**Manager, Magnik India**

# LitM Financial Pvt.Ltd.

---

Date: 26<sup>th</sup> July 2022

To,

Pranay G N

Essjay Divine Bliss Apt, 16<sup>th</sup> Cross,

4<sup>th</sup> Main Road, Pattanagere, R R Nagar,

Bangalore 560098

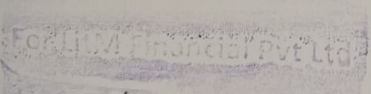
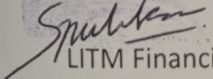
Dear Pranay,

This is with reference to your application for the internship and the subsequent discussions you had with us during the interview on 22<sup>nd</sup> July 2022 at LITM Financial Pvt Ltd office on the following terms and conditions.

1. **Position:** Full – time Intern
2. **Job Location:** Bangalore
3. **Office Address:** #3488, Beginest Harbor2, 14<sup>th</sup> Main Road, HAL 2<sup>nd</sup> Stage, Indiranagar, Bangalore - 560008
4. **Stipend:** You will get a monthly Stipend of Rs.10000/- (Rupees Ten Thousand only).
5. **Internship Duration:** 1<sup>st</sup> August 2022 to 15<sup>th</sup> December 2022.
6. **Working Hours:** You have to work from Monday to Friday 9.30 AM to 6.30 PM and Saturday 9.30 AM to 1.30 PM. You are expected to serve your duties with proper discharge for the company during these working hours.

We congratulate you on your appointment and assure you to get our full support for your professional growth and development.

Sincerely,

  
  
LITM Financial Private Limited

---

---

## RETAINER AGREEMENT

This retainer agreement (“**Agreement**”), effective as of *13th April 2022* (“**Effective Date**”), is executed by and between:

**ClearsharpTechnology Private Limited**, a private limited company incorporated under the provisions of the Companies Act, 2013, having its registered office at X – 58, 2nd Floor LohaMandi, Naraina, New Delhi 110 028 and corporate office at Ground Floor, AMR Tech Park, Hosur Main Road, Hongasandra, Bengaluru 560068 bearing corporate identification no. U72200DL2011PTC218497 (hereinafter referred to as the “**Company**” which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors and assigns) of the First Part;

And

**Mr./Ms Praveen Gogiker**, presently residing at *Hs no 206, 5th cross Ganga Block, Sai Shakti layout, Bettadasanapura, Bengaluru - 560100*, having Aadhaar number 672706281556, and whose permanent address is at *S/O #51/11, 3rd Main Road, Bangalore South, Brundavana Nagar, Chikka Adugodi, Bangalore Karnataka, 560029*. Email ID [praveengogi5425@gmail.com](mailto:praveengogi5425@gmail.com) (hereinafter referred to as the “**Intern**”) of the Second Part.

### **WHEREAS:**

- A. The Company is engaged *inter alia* in the business of designing, developing, marketing and providing of web and/or mobile technology platforms for income tax returns filing, tax deduction at source filing, goods and service tax compliance, e-way Bill, e-invoicing and financial products such as mutual funds, and other products and services that the Company may design, develop, market and provide from time to time (the “**Business**”).
- B. The Company is desirous of retaining the Intern to *inter alia* perform, services as specified in **Schedule I** and such other services as revised by the Company from to time, to suit the Company’s needs (“**Services**”), and Intern has agreed to render such Services.
- C. Relying on the representations, warranties, covenants and indemnities of the Intern, the Company has agreed to enter into this Agreement with the Intern on a principal to principal basis and the Intern has agreed to perform the services in accordance with the terms and conditions of this Agreement.

### **THIS AGREEMENT NOW WITNESSES AS FOLLOWS:**

#### **1. DEFINITIONS AND INTERPRETATION**

1.1 In the Agreement, the following capitalized words and expressions shall have the following meanings:

- (a) **Affiliate** in relation to the Company shall mean any person that directly or indirectly

---

through intermediaries' Controls, is Controlled by or is in common Control with the Company. With respect to the Company, "Affiliate" shall include any parent company and any direct or indirect subsidiaries of such parent company or the Company.

- (b) **Agreement** shall mean this Retainer Agreement together with the recitals and schedules herein, and all subsequent addendum or addenda.
- (c) **Board** shall mean the board of directors of the Company or if applicable, the board of directors of any parent company of the Company.
- (d) **Business** shall mean the business of the Company and its Affiliates as described in Recital A above together with any other business or enterprise that the Company and/or its Affiliates may undertake in future, including any actual or demonstrably anticipated research or development.
- (e) **Confidential Information**, in the context of this Agreement, shall mean and include any information of the Company or any Affiliate disclosed and/or transferred, either directly or indirectly, in writing or orally, visually or electronically, or by inspection of tangible objects (including without limitation documents, prototypes, and samples), including (i) inventions, innovations, works or Intellectual Property Rights and any idea or know-how; (ii) trade secrets of the Company or any Affiliate and/or all other information belonging or relating to the business of the Company and its Affiliates that is not generally known; (iii) information relating to the development, utility, operation, functionality, performance, cost, know-how, details of present and proposed businesses, formulas, ideas, strategies, techniques, policy, data related to employees, present or proposed vendors/customers, information regarding research and development of future products, new products concepts and technical information, schematics, techniques, suggestions, development tools and processes, unpublished financial statements, budgets and other financial details such as financial information about profits, financial models, breakdown of market shares, presentations and other market forward looking views and estimations and all analyses compilations data studies and other documents containing or based in whole or in part on any such information or reflecting the views, opinion or interests in the business, markets, sales, and bids and any related financial information, computer programming techniques, computer programs, designs, drawings, manuals, electronic codes, and improvements, software demonstration programs, routines, algorithms, computer systems, documentation, procedures, records, memoranda, reports, methodologies and related technical information, plans, forecasts, licenses, prices or lists (including lists of customers, distributors, representatives, employees), any apparatus, modules, books, papers, model sketches, quotes, bids, controls, operating procedures, organisation responsibilities, marketing matters and any policies or procedures, software programs and files, operating manuals, user manuals documentation, source code and any and all information or other data of any kind and descriptions, including electronic data recorded or retrieved by any means as well as written or verbal instructions or comments and the like; (iv) information of third parties, including former, existing or prospective agents, customers, distributors, resellers, channel partners, partners, service providers, vendors, suppliers or Affiliates, which shall constitute Confidential Information whether the Intern is working with such third parties or Affiliate or not; and (v) all records of the above information, whether



---

contained in a document, disc, drive, computer system, brochure, booklet, internet cloud or otherwise. The Company and/or its Affiliates shall not be liable in any way or manner, for any use of, or reliance of, the Confidential Information. Unless otherwise specified by the Company, all information received by the Intern during the term of this Agreement, shall be deemed to be Confidential Information.

- (f) **Control** shall mean (i) the possession, directly or indirectly, of the power to direct or cause the direction of management and policies of a Person or entity whether through the ownership of voting securities, by agreement or otherwise or the power to elect more than half of the directors, partners or other individuals exercising similar authority with respect to a Person or entity; or (ii) the possession, directly or indirectly, of a voting interest in excess of 51% (fifty one percent) in the Person or entity. The words “Controls” or “Controlled by” or “Controlling” shall be construed accordingly.
- (g) **Intellectual Property Rights** shall mean and include either individually or collectively the following worldwide rights relating to intangible property, whether or not filed, perfected, registered or recorded and whether now or hereafter existing, filed, issued or acquired: (i) patents, patent disclosures, patent rights, know-how, including any and all continuations, continuations-in-part, divisions, reissues, re-examinations, utility, model and design patents or any extensions thereof; (ii) rights associated with works of authorship, including without limitation, copyrights, copyright applications, copyright registrations; (iii) rights in trademarks, trademark registrations, and applications therefor, trade names, service marks, service names, logos, or trade dress; (iv) rights relating to the protection of trade secrets and confidential information; and (v) Internet domain names, Internet and World Wide Web (www) URLs or addresses; (vi) mask work rights, mask work registrations and applications therefore; and (vii) all other intellectual or proprietary rights anywhere in the world including rights of privacy and publicity, whether or not requiring registration and whether or not such registration has been obtained.
- (h) **Law** shall mean all applicable statutes, enactments, act of legislature or parliament, laws, ordinances, rules, by-laws, regulations, notifications, guidelines, policies, directions, directives and orders of any governmental or statutory authority, or recognized stock exchanges of India.
- (i) **Party** shall mean a signatory to the Agreement and Parties shall mean, unless indicated otherwise, a collective reference to all signatories hereto.
- (j) **Person(s)** shall mean any individual, sole proprietorship, unincorporated association, unincorporated organisation, body corporate, corporation, company, partnership, unlimited or limited liability company, joint venture, government authority or trust or any other entity or organisation.
- (k) **Termination Date** shall have the meaning ascribed to it in Clause 6.1(a).

1.2 In the Agreement, unless the context otherwise requires:

- (a) The singular includes the plural and vice versa;

- 
- 
- (b) Words of any gender are deemed to include those of the other gender;
  - (c) Any word or phrase defined in this Agreement, its other grammatical forms shall have a corresponding meaning;
  - (d) References to a clause or schedule is to a clause of or schedule to the Agreement;
  - (e) References to any agreement or document is to that agreement or document as amended, novated, supplemented, varied or replaced from time to time, except to the extent prohibited by this or that other agreement or document;
  - (f) Reference to any legislation or Law or to any provision thereof shall include references to such Law as it may from time to time be modified, supplemented or re-enacted and any reference to statutory provision shall include any subordinate legislation made from time to time under that provision;
  - (g) Reference to a right or obligation of any 2 (two) or more Persons confers that right or imposes that obligation, as the case may be, either jointly or severally;
  - (h) Reference to *conduct* includes any act or omission and any statement or undertaking, either oral or in written form;
  - (i) Reference to the word “include” shall be construed without limitation; and
  - (j) Headings and titles in the Agreement are indicative and shall not be taken into consideration for construction or interpretation of the Agreement.

## 2. PLACE OF SERVICE

- 2.1 The Intern shall be primarily providing services at the **Bangalore** office of the Company. During the term of this Agreement, the Company may change the Intern’s services, location of the place of work to suit the exigencies of Business and the Company’s needs.

## 3. DUTIES OF THE INTERN

- 3.1 Intern may be required to render Services from Monday to Friday or Monday to Saturday to suit the Company’s requirements and for proper discharge of the Intern’s duties. It is also understood and agreed that the Intern may be required to work for additional hours depending on the exigencies of business as specified by the Company from time to time.
- 3.2 The Intern shall devote their work time, attention and skill to perform the Services and shall faithfully, efficiently, competently and diligently perform Services and shall comply with all reasonable and lawful directions given by the Company and use their best endeavours to promote and extend the Business and to protect and further the interests and reputation of the Company and its Affiliates.

- 
- 
- 3.3 The Intern shall at all times keep the Company promptly and fully informed (in writing if so requested) of their Services to the Company and also provide such further information, written records and/or explanation the Company may require.
- 3.4 The Intern shall use their best endeavours to promote the interests of the Company and its Affiliates, and ensure that the Company's operations are carried out in a manner that shall ensure profitability of the Company and its Affiliates.
- 3.5 Without prejudice to the provisions contained in Clause 6 of the Agreement, the Intern hereby covenants and warrants that they shall not, as a consequence of rendering Services hereunder, or entering into the Agreement or other agreements or arrangements made or to be made between the Company and/or its Affiliates and them, commit any breach of any terms express or implied (whether concerning confidentiality, non-competition or otherwise) of any contract or of any other obligations with any third party that are binding upon them.
- 3.6 The Intern acknowledges that the services to be rendered pursuant to this Agreement are unique and personal. Accordingly, the Intern shall not assign any of the Intern's rights or delegate any of the Intern's duties or obligations under this Agreement.
- 3.7 The Intern agrees to conform to and comply with the Company's policies and such directions and orders as may from time to time be given by the Company.

## 4 CONSIDERATION

- 4.1 During the term of this Agreement, the consideration payable to the Intern (the "**Consideration**") will be paid as follows:
- (a) Total yearly consideration will be as set out in **Schedule I** hereto, subject to the deduction of tax at source which shall be as per the Income Tax Act, 1961 and rules made there under.
- (b) The Intern's duties may require the Intern to travel away from home and incur expenses in connection with that travel or other duties under this Agreement. The Company will reimburse the Intern for all reasonable, preapproved expenses incurred for travel, accommodation and other incidental expenses in accordance with the Company's travel and expenses policies. The reimbursements permitted by the Company are required to be supported by vouchers, invoices or other documentation that is approved by the Company.
- (c) The Company shall have the right to deduct from future amounts due to the Intern (including the Intern's consideration set forth herein) any amount reimbursed to the Intern which the Company determines to be non-compliant with the Company's policy or such reimbursement is not corroborated by appropriate and adequate documentation.

- 
- 
- 4.2 The Parties agree that the Intern's consideration mentioned in **Schedule I** including any additional consideration, and the frequency of such payments, may be reviewed and amended periodically, at the sole discretion of the Company, on varied factors such as the performance of the Intern and overall performance of the Company. Any such alteration shall not affect the other terms of this Agreement, except as may be expressly agreed on.
- 4.3 The Intern shall maintain this information and any changes made therein from time to time as personal and confidential.
- 4.4 The Intern shall always be complaint with applicable laws including GST laws.
- 4.5 Any tax liability arising in respect of the payments made pursuant to this Agreement or consideration received by the Intern while this Agreement is in effect shall be borne solely by the Intern.

## 5 CONFIDENTIALITY AND INTELLECTUAL PROPERTY

Simultaneous with the execution of this Agreement, the Intern also agrees to the Company's standard Confidential Information and Invention Assignment Agreement (the "**Confidential Information Agreement**"), which document is hereby incorporated by reference, and execute any versions to the Confidential Information Agreement, as necessary, from time to time.

## 6 NON-COMPETITION AND NON-SOLICITATION

- 6.1 The Intern acknowledges that, during the term of this Agreement, the Intern is likely to obtain knowledge of trade secrets, Intellectual Property Rights and other Confidential Information of the Company and its Affiliates and to have dealings with the customers and suppliers of the Company and its Affiliates. The Intern acknowledges the breadth of their covenants under this clause, and admits and acknowledges that they have various other experience, knowledge and skill sets which, if deployed by them after they ceases to be an Intern or ceases to be associated with the Company, would enable them to obtain other engagements to earn an adequate living and to provide for themselves and their family, and would not result in their competing against the Company. The Intern undertakes the following to the Company:
- (a) That, without prejudice to any other duty implied by law, they shall not, during the term of this Agreement and for a period of 3 (three) years after such date ("**Termination Date**"), either personally or through an agent, company or through a partnership or as a shareholder, joint venture partner, collaborator, Intern, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or agent or in any other manner whatsoever, whether for profit or otherwise:
- (i) be concerned in any business that directly or indirectly competes with or is substantially similar to the Business and/or Company subsidiaries or such other business of the Company and/ or Company subsidiaries;



- 
- (ii) except on behalf of the Company, canvass or solicit business or custom for products of a similar type to those being manufactured or dealt in, or for services similar to those being provided by the Company or any Affiliate from any Person who is a customer of the Company or any Affiliate;
- (iii) induce or attempt to induce any customer/client of the Company or any Affiliate to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or any Affiliate or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the term of this Agreement in the capacity of an Intern of the Company and in, what they reasonably believe to be, in the interest of the Company); or
- (iv) induce or attempt to induce any director, senior management personnel or key employee of the Company or any Affiliate to leave the employment of the Company or any Affiliate.
- (b) That they shall not use (either personally or through an agent or otherwise, directly or indirectly) or (insofar as they can reasonably do so) allow to be used:
- (i) any Confidential Information; or
- (ii) any trade name used by the Company or any Affiliate, or any other name calculated or likely to be confused with such a trade name.
- 6.2 The Intern further undertakes that, during the term of this Agreement and for a period of 3 (three) years thereafter, they shall not, directly or indirectly, assist others, solicit, recruit, induce or attempt to persuade the employment of any Person then engaged by the Company or any Affiliate including but not limited to any employee, officer, director, independent contractor or Intern. It is clarified that the Intern shall be deemed to have breached and failed to comply with the provisions of this Clause if the Intern directly or indirectly employs, engages, retains or the organization of which the Intern is an officer, employee or shareholder (or any person connected or affiliated to such organization) directly or indirectly employs, engages or retains an existing employee, if such employment or engagement arose on account of any act or omission of the Intern.
- 6.3 The Parties hereto recognize that the foregoing covenants in Clauses 6.1 and 6.2 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business activities of each of the Intern and the Company.
- 6.4 It is the intention of the Parties that the provisions of Clauses 6.1 and 6.2 shall be enforced to the fullest extent permissible under the laws and public policies of India, but that the unenforceability (or the modification to conform with such laws or public policies) of any provision hereof shall not render unenforceable or impair the remainder of Clauses 6.1 and 6.2. If any provision of Clauses 6.1 and 6.2 shall be determined to be invalid or unenforceable, it/they shall be deemed amended to delete or modify, as necessary, the offending provision and to not alter the remaining
-

---

provisions to the extent necessary to render the same valid and enforceable to the fullest extent permissible.

## 7 REMEDIES

- 7.1 In the event of a breach or a threatened breach of any of the covenants contained in Clauses 5 and 6, the Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to have such covenants specifically enforced by any court having jurisdiction, it being acknowledged and agreed that any material breach of any of the covenants will cause irreparable injury to the Company and that monetary damages will not provide an adequate remedy to the Company.
- 7.2 No right, power or remedy herein conferred on the Company is intended to be exclusive of any other right, power or remedy. Every right, power and remedy shall, to the extent permitted by Law, be cumulative and in addition to every other right, power and remedy given hereunder or now or hereafter existing at Law or in equity or otherwise, and may be exercised from time to time and as often and in such order as may be deemed expedient by the Company.

## 8 TERM AND TERMINATION

### 8.1 Term

The Agreement shall remain in force for a period of 6(Six) Month from the Effective Date (13th April 2022-13th October 2022) and it shall renew for such extended term as notified by the Company in writing unless it is terminated in accordance with the provisions of this Agreement.

### 8.2 Termination

- (a) Termination of this Agreement shall be without prejudice to any rights which have accrued to the Company at the time of termination and the provisions contained in Clauses 5 (*Confidentiality and Intellectual Property*), 6 (*Non-Competition & Non-Solicitation*), 7 (*Remedies*), 8 (*Term & Termination*), 11 (*Disclosure of Information*), 12 (*Use of Company Property*), 13(*Governing Law and Jurisdiction*), 14 (*Dispute Resolution*), 15 (*Customer Data & IT Security*), 16 (*Representation and Warranties*), 17 (*Indemnification*) and 18 (*Non-Disparagement*) shall survive the termination of the Agreement.
- (b) Termination of this Agreement shall not release the Intern from their obligations and liabilities accrued prior to the date of termination.
- (c) Upon termination, all property of or relating to, the Company which has been in the possession, custody or control of the Intern, including but not limited to Company records and all documents containing Confidential Information, shall be promptly delivered or surrendered by the Intern to the authorized representative of the Company.
- (d) The Company may terminate this Agreement by giving 1 (one) month's written notice

---

to the Intern.

- (e) If the Intern is not reachable or available for a period of 5 (five) consecutive working days, without providing any notice or affording any reasons or without taking Company's prior approval in this regard, the Company shall be entitled to forthwith terminate this Agreement without providing any notice or incurring any obligation or liability to pay any amount or dues to the Intern. Further, in the event of such termination, the Intern shall be liable to pay the Company an amount equivalent to their 1 (one) month's Consideration. This shall not restrict the Company from pursuing legal remedies available to it. The Company shall be entitled to recover any additional damages from the Intern in a manner that the Company may determine in this regard.
- (f) Notwithstanding anything mentioned in this Agreement, the Company may terminate this Agreement, with immediate effect by a notice in writing (without any obligation to pay consideration) to the Intern, in the event of their misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct, breach of integrity, embezzlement, misappropriation or misuse by the Intern of the Company's property, insubordination or failure to comply with the directions given to them by persons so authorized, insolvency conviction or in the sole opinion of the Company is reasonably accused of committing any offence involving moral turpitude including sexual harassment, breach of any terms of this Agreement or the Company's policies or other documents or directions of the Company, irregularity in attendance, closure of the business of the Company, redundancy of the Intern's position in the Company, or upon the Intern conducting themselves in a manner which is regarded by the Company as prejudicial to its interests or to the interests of its clients and/or customers, or any similar reason.
- (g) Notwithstanding anything contained in this Agreement, the Company may terminate this Agreement, with immediate effect by a notice in writing (without consideration) to the Intern, in the event of breach of representations and warranties, unsuccessful background checks (which may include criminal checks, verification of previous engagements, education verification, credit check and appropriate identification verification) conducted either by Company or a third party.
- (h) Upon termination of this Agreement, Intern shall immediately return to the Company all correspondences, specifications, formulae, books, documents, market data, literature, drawings, effects or records, Confidential Information etc., belonging to the Company or relating to its business and Intern agrees not make or retain any copies of these items. In the event the Company directs the Intern to destroy any such information, documents or materials, they shall forthwith do so and provide a written certification to that effect to the Company.
- (i) In the event of the termination of this Agreement, the Intern agrees to sign and deliver the **"Certificate upon Termination"** attached hereto as **Schedule II**.

## 9 RELATIONSHIP

---

---

This Agreement has been entered between the Parties on a principal to principal basis. The Parties are in the capacity of an independent contractor and the execution of this Agreement shall not in any manner, either expressly or in an implied manner, directly or indirectly, be construed that the Intern is an employee or an agent of Company for any purpose.

## 10 CONFLICT OF INTEREST

- 10.1 The Intern will not, during the term of this Agreement, engage in any other engagement, paid or unpaid except with the written permission of the Company in each case and shall not engage or otherwise assist any person/ entity in any activities in India, including without limitation, provision of services, 'moonlighting' or consultation or making investment in a business, which competes with the business of the Company, solicitation of business from any person or company who is or was a customer of the Company during a period of 12 (twelve) months immediately prior to expiration or termination, or solicitation of any Intern of the Company.
- 10.2 The Intern shall diligently adhere to the '**Conflict of Interest Guidelines**' attached as **Schedule III** hereto.

## 11 DISCLOSURE OF INFORMATION

- 11.1 During the term of this Agreement, the Intern shall disclose all material and relevant information, which may either affect their engagement with the Company currently or in the future or may be in conflict with the terms of their engagement with the Company, either directly or indirectly. If at any time during the term of this Agreement, the Company becomes aware that the Intern suppressed any material or relevant information required to be disclosed or provided the Company with misleading or inaccurate information, the Company reserves the right at its sole discretion, to forthwith terminate this Agreement without any notice and without any obligation or liability to pay any Consideration or other dues to the Intern.
- 11.2 The Intern hereby agrees, covenants, consents, authorises and grants the Company, its Affiliates, and its third-party service providers, all the rights to host, use, process, analyse, derive, store, display and transmit Intern's personal data and any other information provided by the Intern including for the purpose of verifying Intern's identification, conducting educational and professional background checks including criminal records, previous employment and credit worthiness, conducted either by Company or a third party service provider. The Intern represents that it has, and warrants that it shall maintain, all rights as required to allow Company, its Affiliates and its third party service providers to compile, use, store, process, analyse, derive and retain any information provided by the Intern.

## 12 USE OF COMPANY PROPERTY

The Intern must comply with the Company's policy on use of email, internet and



---

computers. Unauthorized use or tampering with the Company's electronic network and resources will be regarded as serious misconduct and may lead to immediate termination of this Agreement. In particular, the Intern shall only use passwords which have been authorized and shall not in any circumstances load a program or data into one of the Company's electronic network or resources unless the program and data, originates from the Company, has been provided for their use and has been tested in advance for absence of viruses malware or bugs. The Company shall provide telephones (including mobile and voicemail), email and internet access for its business purposes only. For the purpose of business (including and not limited to quality control, monitoring of policy compliance and unauthorized use and checking messages during periods of absence), communications made by or to the Intern may be monitored or recorded. This applies in particular to telephone (including mobile and voicemail), email and internet use. In the event, the Company provides the Intern with laptops/mobile phones/data cards or other mobile devices, they will provide the Company with a written undertaking acknowledging receipt of the same and agreeing to adhere to the policies governing usage of such devices.

## 13 GOVERNING LAW AND JURISDICTION

The law governing the Agreement shall be that of the Republic of India without regard to any conflict of law principles. Subject to Clause 14 below, each Party consents to the exclusive jurisdiction and venue of the courts of Bangalore in all matters arising out of or relating to the Agreement and any order, decree, direction or award shall be final and binding.

## 14 DISPUTE RESOLUTION

- 14.1 If any dispute, controversy or claim between the Parties hereto arises out of or in connection with the Agreement, including the breach, termination or invalidity thereof ("**Dispute**"), the Parties shall use all reasonable endeavours to negotiate with a view to resolving the Dispute amicably. If a Party gives the other Party notice that a Dispute has arisen (a "**Dispute Notice**") and the Parties are unable to resolve the Dispute amicably within 15 (fifteen) days of service of the Dispute Notice (or such longer period as the Parties may mutually agree), then the Dispute shall be referred to arbitration.
- 14.2 Dispute shall be settled by arbitration under the Arbitration and Conciliation Act, 1996. The arbitral panel shall consist of a sole arbitrator to be appointed by the Company in accordance with the provisions of the Arbitration and Conciliation Act, 1996. Any arbitral award shall be final and binding on the Parties. The seat and venue of the arbitration shall be Bangalore, India. The language of the arbitration shall be English.

## 15 CUSTOMER DATA AND IT SECURITY

In case the Intern is given access to Company's resource to hold its customers data, such authorization will be tracked and monitored. The Intern is expected to follow information technology security policies of the Company to ensure that the systems they uses to access Customer data is secured.

---

## 16 REPRESENTATION AND WARRANTIES

The Intern represents and warrants to the Company that:

- 16.1 The Intern has the full right, power and authority to execute, deliver and perform the duties and responsibilities under the Agreement.
- 16.2 The execution and delivery of the Agreement and performance of their duties and obligations hereunder do not and shall not result in any breach or constitute a default under and are not and will not be in conflict with or prohibited by any agreement to which they is a party or by which they may be bound.
- 16.3 The Intern is not currently and has not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any statutory or regulatory authority.
- 16.4 The Intern has no pending contractual or other obligations towards their previous employers. The Intern has returned all property and confidential information to their previous employers.
- 16.5 The Intern has never been accused of commission of breach of confidentiality, willful misconduct, fraud, forgery, misappropriation or like criminal conduct.
- 16.6 The Intern's educational, professional, financial and personal records are true and accurate and have not been misrepresented to the Company.
- 16.7 There has been no litigation, arbitration, administrative or criminal proceedings, pending, involving the Intern.
- 16.8 The Intern has not received any claims or liabilities arising or any actions, investigations, orders from any governmental authority with respect to its activities.
- 16.9 The Intern has not received any notice of any action or investigation or other proceedings of any nature whatsoever, by any governmental authority which would restrain, prohibit or otherwise challenge or impede the rendering of Services under this Agreement.
- 16.10 There are no claims, investigations or proceedings before any court, tribunal or governmental authority in progress or, pending against or relating to them, which would prevent them from fulfilling their obligations set out in this Agreement or arising from this Agreement.
- 16.11 There is no existing ground on which any claim, investigation or proceeding might be commenced against the Intern with any reasonable likelihood of success, which could reasonably be expected to prevent them from fulfilling their obligations as set out in this Agreement or arising from this Agreement.

---

16.12 The Intern further represents and warrants as on the Effective Date that, and assures the Company that at all times during the Term:

- (a) The Intern has resigned from and terminated all directorships, partnerships or employment positions.
- (b) The Intern has no prior directorships, partnerships, employment, agreements, relationships or commitments that conflict with or which could potentially conflict with this Agreement, or which would preclude them from fully performing their duties or responsibilities towards the Company;
- (c) The Intern has not been, and shall ensure that they is not, sentenced to imprisonment for any period;
- (d) The Intern has made full and true disclosure to the Company of any direct or indirect interest or benefit that they has derived or is likely to derive from any contractual arrangements or dealings with the Company, if any;
- (e) The Intern has obtained appropriate advice from legal counsel in relation to their obligations under this Agreement; and
- (f) The Intern is fully aware that any of the obligations contained in this Agreement will not impair their ability to fair, adequate and reasonable livelihood.

## 17 INDEMNIFICATION

Notwithstanding anything contained in this Agreement, the Intern shall defend, indemnify and hold harmless the Company (and its Affiliates, officers, directors and employees) upon demand from and against any and all damages, actions, proceedings, claims, demands, costs, losses, liabilities, diminution in value, loss of earnings, profits and revenue, opportunity costs, expenses (including court costs and reasonable attorneys' legal fees) in connection with, arising out of, or in relation to (i) breach or non-compliance of its obligations, consents, grants, undertakings, any representations or warranties, and (ii) misrepresentation, negligence, fraud, wilful concealment and misconduct (iii) any injuries to persons or damage to property, body, business character, reputation including theft, resulting from the acts or omissions of Intern; and (v) any claims by a third party on the Company for the acts committed or omitted by the Intern.

## 18 NON-DISPARAGEMENT

The Intern agrees that they shall not make any false, disparaging, or derogatory statements to any media outlet, industry group or person, current, former, or potential future customers, patrons, Company's officers, directors, employees, stockholders, attorneys and/or representatives, or about Company's business affairs or financial condition that can be construed as critical or derogatory to the Company, its Interns, agents, partners, shareholders, officers, directors, and affiliated companies.

---

## 19 MISCELLANEOUS

### 19.1 Successors and Assigns

The Agreement shall inure to the benefit of the successors and assigns of the Company. The Intern shall not assign their obligations hereunder and any such assignment shall be void.

### 19.2 Waiver

The failure of any Party to insist upon performance of any of the terms or conditions of the Agreement, or the waiver by any Party of any term or condition hereof shall not be construed as a waiver of future performance of any such terms or conditions and the obligations of any Party with respect thereto shall continue in full force and effect.

### 19.3 Entire Agreement

The Agreement supersedes and cancels any and all previous understandings, representations and agreements of whatever nature between the Parties with respect to the matters covered herein. The Agreement sets forth the entire agreement between the Parties with respect to the subject matter herein and may be amended only by an agreement in writing signed by all the Parties hereto.

### 19.4 Severability

Without prejudice to the foregoing provisions, if any provision of the Agreement is held to be illegal, invalid, or unenforceable under any present or future law, and if the rights or obligations of the Parties under the Agreement shall not be materially and adversely affected thereby (a) such provision shall be fully severable; (b) the Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part hereof; (c) the remaining provisions of the Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance here from; and (d) in lieu of such illegal, invalid, or unenforceable provision, there shall be added automatically as a part of the Agreement a legal, valid, and enforceable provision as similar in terms and effect to such illegal, invalid, or unenforceable provision as may be possible. However, if there is no automatic addition as aforesaid the Parties hereto shall mutually agree to provide a legal valid and enforceable provision as similar in terms and effect to such illegal, invalid or unenforceable provision as may be possible.

### 19.5 Counterparts

The Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

### 19.6 Valid Execution

The exchange of a fully executed version of this Agreement (in counterparts or



---

otherwise) by electronic transmission in PDF or any other format shall be sufficient to bind the Parties to the terms and conditions and this Agreement and no exchange of originals is necessary.

## 19.7 Notice

Any notice or other communication to be given by one Party to any other Party under, or in connection with, the Agreement shall be made in writing and signed by or on behalf of the Party giving it. It shall be served either by letter, email, fax, personal delivery or otherwise at the address given below:

The addresses and fax numbers for the purpose of this clause are as follows:

If to the Company:

Address: ClearsharpTechnology Private Limited, Ground Floor, AMR Tech Park, Hosur Main Road, Hongasandra, Bengaluru 560068, Karnataka PIN 560068.

Email: [-legal@clearsharp.in](mailto:legal@clearsharp.in)

If to the Intern:

Address: as mentioned in the name clause

Email ID: as mentioned in the name clause

## 19.8 Legal advice

The Intern acknowledges and agrees that they has had an opportunity to consult with their own legal counsel regarding the terms of the Agreement prior to the execution of this Agreement.

---

**The Intern certifies that it has read this Agreement, fully understands all the terms and conditions and hereby accepts and agrees to abide by this Agreement.**

**FOR THE COMPANY**

Ashish Kumar Jaiswal

**Ashish Kumar Jaiswal**

**Business Head**

Authorised Signatory

Place: \_\_\_\_\_

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

**INTERN**

**Praveen Gogiker**

Intern's Name: Praveen Gogiker

Intern's Email Address:

praveengogi5425@gmail.com

Intern's Mobile No.: 7829691489

Intern's Address: S/O #51/11, 3rd Main

Road, Bangalore South, Brundavana Nagar,

Chikka Adugodi, Bangalore Karnataka,

560029

Place: \_\_\_\_\_

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

## Schedule I

### DESCRIPTION OF THE SERVICES

The Intern shall render the following services:

- Generate leads using online sources, databases, calling, email, networking, referral.
- Identify decision makers in the companies (potential clients) and set up meetings calls to introduce our services.
- Follow up with prospects for meetings, conducting meetings with the decision makers and providing demonstrations of products and services.
- Build rapport with potential accounts, explaining existing and new capabilities, preparing detailed customized proposals, and constantly engaging with them to launch marketing campaigns.
- Prepare regular reports of progress and closure forecasts to internal and external stakeholders.

### DETAILS OF CONSIDERATION

The monthly consideration will amount to **INR.15,000 (Indian Rupees Fifteen Thousand)** per month.

---

---

## Schedule II

### CERTIFICATE UPON TERMINATION

Capitalized terms shall have the meanings assigned to it in the retainer agreement executed between **Praveen Gogiker**("Intern") and ClearsharpTechnology Private Limited ("Company"), executed on **13th April 2022** ("Retainer Agreement").

1. This is to certify that I, the Intern, (i) do not have in my possession; (ii) have not taken any copies of; (iii) have not omitted to return to the Company and/or its Affiliates any Confidential Information or any other Business information or information relating to any of its employees, clients, Interns or licensees, either disclosed to me by the Company and/or its Affiliates or me having access to the same during the course of my employment with the Company and/or its Affiliates, either directly or indirectly in writing, orally or by drawings or observation of parts or equipment.
2. I, the Intern further certify that I have fully and completely complied with the terms of the Retainer Agreement.
3. I, the Intern further agree that, in compliance with the Retainer Agreement, I will perpetually and for all times to come preserve as confidential all the Confidential Information and hereby confirm that I have not, during the term of this Agreement, and will not, at any time after separation from the Company and/or its Affiliates, use the Confidential Information for any purpose and in any manner whatsoever, either directly or indirectly, either by myself or in conjunction with or on behalf of any Person including through an any other person, whether as an employee, Intern, proprietor, partner, director, contractor or otherwise, whether for profit or otherwise.
4. I, the Intern, further agree that in compliance with the Retainer Agreement, for 3 (three) years from this date, I have not and will not, directly or indirectly, either by myself or in conjunction with or on behalf of any Person including through an any other person, whether as an employee, Intern, proprietor, partner, director, contractor or otherwise, whether for profit or otherwise, solicit, induce, recruit or encourage any of the employees of the Company and/or its Affiliates to leave their employment with the Company and/or its Affiliates.
5. I, the Intern, further agree that after the effective date of my termination of the Retainer Agreement, I will not make any false, disparaging, or derogatory statements to any media outlet, industry group or person, current, former, or potential future customers, patrons or the Company's officers, directors, employees, stockholders, attorneys and/or representatives, or the Company's Business affairs or financial condition that can be construed as critical or derogatory of the Company, its employees, agents, partners, shareholders, officers, directors, and/or its Affiliates.



# Clearsharp

Clearsharp Technology Private Limited CIN No.  
U72200DL2011PTC218497 2A, Ground Floor, AMR  
Tech Park Hosur Main Road Hongasandra,  
Benguluru -560068 ctsanjaygupta@gmail.com +91-  
99581-82248

---

---

Signature: **Praveen Gogiker**

Intern's Name: Praveen Gogiker

Intern's Email Address: praveengogi5425@gmail.com

Intern's Mobile No.: 7829691489

Intern's Address: S/O #51/11, 3rd Main Road, Bangalore South, Brundavana Nagar, Chikka  
Aduodi, Bangalore Karnataka, 560029

Place: \_\_\_\_\_

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

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

---

---

## Schedule III

### CONFLICT OF INTEREST GUIDELINES

It is the policy of the Company to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly, all officers, Interns and independent contractors must avoid activities that are in conflict, or give the appearance of being in conflict, with these principles and with the interest of the Company. The following are potentially compromising situations that must be avoided. Any exceptions must be reported to the managing director of the Company and written approval for continuation must be obtained.

1. Revealing confidential information to outsiders or misusing Confidential Information. Unauthorized divulging of information is a violation of this policy whether or not for personal gain and whether or not harm to the Company is intended.
2. Accepting or offering substantial gifts, excessive entertainment, favors or payments which may be deemed to constitute undue influence or otherwise be improper or embarrassing to the Company.
3. Participating in civic or professional organizations that might involve divulging Confidential Information of the Company.
4. Initiating or approving personal actions affecting reward or punishment of the Company personnel or applicants where there is a family relationship or is or appears to be a personal or social involvement including initiating or approving any form of personal or social harassment of Company personnel.
5. Investing or holding outside directorships in any competing companies, including financial speculations, where such investment or directorship might influence in any manner a decision or course of action of the Company.
6. Borrowing from or lending to employees, customers, suppliers or auditors of the Company or acquiring real estate of interest to the Company.
7. Improperly using or disclosing to the Company any Confidential Information of any former or concurrent employer or other person or entity with whom obligations of confidentiality exist.
8. Unlawfully discussing prices, costs, customers, sales or markets with competing companies or their employees or making any unlawful agreement with distributors with respect to prices.
9. Improperly using or authorizing the use of any inventions that are the subject of patent claims of any other person or entity.

Each officer, Interns, employees and independent contractor must take every necessary action to ensure compliance with these guidelines and to bring problems areas to the attention of

---

---

higher management for review. Violations of this conflict of interest policy may result in discharge in terms of this Agreement.

-----

**Signature:**   
Praveen Gogiker (Mar 30, 2022 01:57 GMT+5.5)

**Email:** praveengogi5425@gmail.com

**Signature:**   
Ashish Kumar Jaiswal (Jun 14, 2022 12:24 GMT+5.5)

**Email:** ashish@clearsharp.in










# Clearsharp - Retainer Agreement\_Praveen Gogiker

Final Audit Report

2022-06-14

Created:	2022-03-29
By:	Payroll Clearsharp (payroll@clearsharp.in)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMDe4lxg1sVfzS__UHwx8l_yLubztp8MX

## "Clearsharp - Retainer Agreement\_Praveen Gogiker" History

-  Document created by Payroll Clearsharp (payroll@clearsharp.in)  
2022-03-29 - 4:18:16 PM GMT
-  Document emailed to Praveen Gogiker (praveengogi5425@gmail.com) for signature  
2022-03-29 - 4:19:24 PM GMT
-  Email viewed by Praveen Gogiker (praveengogi5425@gmail.com)  
2022-03-29 - 8:09:33 PM GMT
-  Document e-signed by Praveen Gogiker (praveengogi5425@gmail.com)  
Signature Date: 2022-03-29 - 8:27:51 PM GMT - Time Source: server
-  Document emailed to Ashish Kumar Jaiswal (ashish@clearsharp.in) for signature  
2022-03-29 - 8:27:53 PM GMT
-  Email viewed by Ashish Kumar Jaiswal (ashish@clearsharp.in)  
2022-06-14 - 6:52:40 AM GMT
-  New document URL requested by Ashish Kumar Jaiswal (ashish@clearsharp.in)  
2022-06-14 - 6:52:54 AM GMT
-  Document e-signed by Ashish Kumar Jaiswal (ashish@clearsharp.in)  
Signature Date: 2022-06-14 - 6:54:05 AM GMT - Time Source: server
-  Agreement completed.  
2022-06-14 - 6:54:05 AM GMT



16th May 2022

To,

Ronav S  
Bangalore**Sub: Offer of Employment,****Dear Ronav,**

With reference to your application and subsequent interview process, we are pleased to make you an offer of employment with First Advantage Global Operating Center Private Ltd., henceforth referred to as Company.

**Following are the terms and conditions associated with your offer / employment:**

- **Compensation and Benefits**

You will receive a total compensation package of (TCTC) **Rs.298636/-** per annum. The breakup of the compensation and benefits applicable to you is as per **Annexure 1**.

You will be entitled to personal accident insurance coverage under the Company's group insurance plan. You and your family, as defined in the employee insurance policy will be entitled to a comprehensive health insurance plan as applicable.

Your individual compensation is strictly between yourself and the company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

- **Date of Joining and Designation:** Your expected date of joining will be **16th May 2022**. Your designation will be **Operations Analyst** and may be changed at the discretion of the Company depending on the work assigned to you / as per the business / policy changes and / or as per the normal career progression in the company based on your performance and role availability during the course of your employment with the company, with reasonable notice.
- **Duties:** You will perform the duties and services assigned to you by the concerned authority. During your tenure, you shall (a) perform your duties faithfully and diligently (b) endeavor to promote the interests of the Company, (c) devote your time, attention and efforts in serving the Company and (d) not directly or indirectly engage in any activity, which competes with the Company or conflicts with your duties to the Company.
- **Probation:** You shall be on probation for a period of 3 Months from the date of joining, which may be extended in case of unsatisfactory performance, unauthorized leaves, behavioral issues etc. to a maximum of 3 more months at the discretion of the Company. If your performance is found satisfactory at the end of the probation period, the Company will confirm your services, in writing at the end of such period of probation.
- **Transferability:** The Company reserves the right to transfer you (temporarily or permanently) to any other location in India and/or to any of divisions, subsidiary or associate companies or client owned Global Operations centers or Client Transferred Global Operations center within or outside India (whether now existing or still to be formed) or any other entity affiliated to or associated with

the Company. In such case, you will be governed by the terms and conditions of service as applicable to the new assignment.

- **Reference and Back Ground Check:** Your employment is contingent upon satisfactory reference & background checks, which has been consented by you by accepting this offer letter. The process will include authentication of any information provided by you, related to past and present data, such as reference details, previous employment details, educational credentials, criminal record, address verifications and so on as may be required / deemed necessary by the company.

If any information provided by you to the Company proves to be false or if you are found to have willfully withheld any information at any time during your employment with the Company, you may be discharged / terminated from the services of the Company on account of misconduct, without any notice or compensation.

Your employment is also contingent upon your ability to work for the company without restriction (i.e. you do not have any non- compete obligations or other restrictive clauses with any previous employer). You will be required to provide a copy of your previous employer relieving letter and all other such documentation as required in Annexure 2, to be confirmed as an employee with FADV.

- **Dual employment**

You will not undertake business of similar nature with any other company during the period of your employment with this company. You will be exclusively employed by the Company and you will not accept directly or indirectly any part time or full time job or transact any business of any kind during the course of your employment with the Company. In case of any exception it needs to be brought to the notice of VP HR and approvals sought for the same.

- **Notice period and termination of employment contract**

- During the probation, either the Company or you may terminate your employment voluntarily by giving 15 days' notice to the other party. The Company reserves the right to terminate your employment by giving you compensation equivalent to 15 (fifteen) days salary, in lieu of the notice period during the probation term.
- After confirmation of your service, the employment contract can be terminated either by the Company or by you, by giving the required notice as mentioned in the matrix below in writing to the other party, without assigning any reasons thereof.
  - *30 days for employees with designations below Specialists.*
  - *Specialists, Team Leads and Assistant Managers 60 days*
  - *Managers and above 90 days*
- The Company reserves the right to pay or recover gross compensation as applicable, in lieu of the notice period. However, the Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, misconduct, BGV failure at any point of time during employment with us, fraud or misappropriation of funds or breach of any terms and conditions of employment.
- If termination is initiated by you, the Company may, at its discretion, relieve you at a date it may deem fit, even before expiration of the notice period, with compensation for the remaining notice period.

- During the notice period, however, you shall cooperate with the Company in ensuring smooth and proper hand-over of your responsibilities, failing which the Company shall be authorized to withhold or forfeit your dues.
- Upon your resignation or retirement from the company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties) on or before your last working day.
- If you are absent for a continuous period of 3 working days without obtaining your manager's approval, company may construe this as an act of voluntary job abandonment and misconduct, and will proceed to terminate the your services without giving any notice and / or salary in lieu of notice.

- **Non-disclosure and Confidentiality:**

"In the course of the employment, you will or may have access to confidential information belonging to the company and/or its clients. You and company consider that your relationship is one of confidence with respect to such information. You shall not during or after employment disclose to any person or company, confidential information which belongs to First Advantage Global Operating Center or to any other person or company which the employee may learn in the course of employment with First Advantage Global Operating Center, whether or not such information is produced by the efforts of the employee. Also, you shall not take any documents or information or copies thereof belonging to the company / client or other related business associates outside the office unless specifically entrusted to you in writing.

You will disclose to the company all information, inventions, discoveries, products, systems, programs, documentation including improvements or modifications ("Proprietary Material") relating to the company and / or its clients and that such material is the sole property of the company and / or its clients, universally and in perpetuity.

You will during and after the employment with the company, keep all Confidential Information and Proprietary Property confidential and shall not use any of it except for the purpose of carrying out authorized activities on behalf of the Company.

Furthermore you covenant and agree not to make any unauthorized use whatsoever of or to bring onto the Company's premises for the purpose of making any unauthorized use whatsoever of any trade secrets, confidential information or proprietary property of any third party, including without limitation any trade-marks or copyrighted materials, during the course of the Engagement.

You agree that you will, if requested from time to time by the Company, execute such further reasonable agreements as to confidentiality and proprietary rights as the Company's customers or suppliers reasonably required to protect Confidential Information or Proprietary Property".

- **Other Terms and Conditions**

- You will be entitled for leaves in accordance with the Company's policy as applicable from time to time.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company travel policy.
- You may be required to work in shifts, on a need-basis. This will be intimated to you as per the requirements of your project/assignment by the Company.

- You will retire in the normal course from the services of the company at the end of the month in which you attain the age of superannuation, which is 65 years.
  - During the course of your employment with the Company, you may be required to work on different projects for various clients of the Company. During such engagement you may be expected to sign any specific Non-disclosure agreement, non-compete agreement and confidentiality agreements separately as required by the Client from time to time.
  - If, during the course of your employment with the Company, you are provided with any Company assets, you shall maintain the same in good working condition and you shall return the items to this Company prior to you separating from the services of the Company.
  - Any dues to be paid to you on your ceasing to be in the employment is liable to be withheld by the Company if the said items so provided by the Company are not returned to the Company, apart from the Company's right to proceed against you as per the provisions of law.
  - You shall surrender all the records, correspondence and such of the papers connected with the business in the eventuality of your ceasing to be in the employment of this Company.
  - During and after your employment with the Company, as applicable, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company, which are a part and parcel of your employment contract. The Company may, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.
  - You will abide by the Employee policies / guidelines / procedures of the company. Any and all of the terms and conditions of service may be modified or changed at any time by the Company at its discretion.
- **Statutory Benefits:**
    - You will be governed as per the respective acts of EPF, ESIC, Gratuity, as per the rules in force from time to time.
- **Indemnity:**
    - You shall keep company indemnified for any damages which the company or its client may suffer due to any act/acts by you including breach of any terms of this agreement.
- **Jurisdiction**
    - In case of any dispute arising out of the agreement, it shall be subject to jurisdiction of appropriate court of Bangalore, Karnataka.



- **Submission of documents**

Please refer to Annexure 2 for the documents to be submitted at the time of joining.

Kindly acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this letter and submitting the same to us for the Company's records.

We are excited to have you join us and welcome you to the FADV family. Kindly confirm your acceptance of the above conditions by signing and returning the duplicate copy of this letter.

for **First Advantage Global Operating Center Private Ltd.**

*BMDevaeah*

**Devaeah Baduvanda**  
**Vice President – Human Resources**

---

I have read, understood and accepted the above. I understand that the terms and conditions are pre-conditions to my being offered employment with the company. I am under no obligation or duress to accept these terms and conditions of employment. I accept them of my own free choice and will.

**Signature:**

**Name:**

**Date:**

**Expected date of joining:**

**Annexure – 1: CTC Break Up**

<b>Name</b>	<b>Ronav S</b>	
<b>Function</b>	<b>Operations</b>	
<b>Effective Date</b>	<b>16th May 2022</b>	
<b>Designation</b>	<b>Operations Analyst</b>	
<b>Location</b>	<b>Bangalore</b>	
<b>Components</b>	<b>Salary Structure</b>	
	<b>Monthly</b>	<b>Annual</b>
Basic	15000	180000
HRA	775	9300
Special Allowance	0	0
Stat Bonus	3125	37500
<b>Gross</b>	<b>18900</b>	<b>226800</b>
Variable Pay	2100	25200
<b>Cost to the Company</b>	<b>21000</b>	<b>252000</b>
<b><u>Benefits</u></b>		
Self-Insurance	983	11800
Insurance Cover – Deduction	(301)	(3612)
<b><u>Statutory</u></b>		
Employer Contribution to PF	1800	21600
Employer Contribution to ESIC	683	8190
Gratuity	722	8658
<b>Total Cost to Company</b>	<b>24886</b>	<b>298636</b>

**Note:**

- 1) The information appearing above is confidential and must not be disclosed.
- 2) All payments would be as per company's rules and regulations and administrative procedures.
- 3) The salary structure is liable for modification from time to time.
- 4) Statutory deductions will be applicable as per the Law.

**For First Advantage Global Operating Center Pvt. Ltd**

**Devaeah Baduvanda**  
**Vice President – Human Resources**

**Definitions and guidelines on the components mentioned in the Annexure I****1. Special Allowance:**

The employees can opt for distributing the special allowance amount under the below components

- a) Food Coupons
- b) LTA

**2. Variable pay:**

- a) This will be paid monthly to employees till the Assistant Manager Position at 100% monthly eligibility till **March 2023** post which a revised communication will be sent out on this component.
- b) For Managers and above those who have variable pay as part of their compensation structure it will be paid out annually based on the annual appraisal ratings for the year **2022**. The payout will depend on employee not being resigned/notice period on the payout date.

**3. Statutory Bonus:**

- a) This is applicable as per Payment of Bonus Act.
- b) The amount mentioned is paid as advance bonus per month.
- c) In case of any changes in the current act the same will be adjusted at the end of the financial year as per the notification from the government.

4. **Insurance Cost:** Cost towards Group Personal Accident & Death, Term life and hospitalization and mediclaim. The amount of premium and recovery will vary as and when policy is renewed.

5. **Provident Fund:** Provident fund and miscellaneous provisions act provides for contributory fund for the future of an employee after his retirement or for his dependents in case of his/her early death. An equal contribution has been done from both employee and employer.

6. **Gratuity:** Gratuity is payable to you as per the company's Gratuity trust fund rules and the payment of gratuity act, on cessation of your employment post continuous service of 4 years and 8 months and 1 day or more.

You are not entitled to this amount as monthly cash component as this is intended to be a retiral benefit.

7. **ESIC:** Until your monthly wages are up to INR 21000/- or such other amount as prescribed by law, you will be covered under Employee State Insurance Act, and you will be entitled to avail benefits under the same.

8. **Taxes:** Relevant taxes (eg: Income tax, Professional Tax etc.) as applicable to the employee will be deducted by the company and submitted to the concerned government offices as per the specific schedules

In the event of change in legislation by the Indian Government, jurisdictional State Government and / or jurisdictional local authority, impacting salary or any of its components which form part of your CTC, whether prospectively or retrospectively, mandating the Company for additional payouts **to the employee or the government** or deductions from your salary on either the existing / new salary components, the Company reserves the right to retain the agreed CTC and modify the salary components accordingly (as given in annexure I of the offer letter), such that the total CTC remains unchanged as agreed in your employment contract and the requirements of the said law are met.

**Annexure – II: Documents Required**

	Relevant or supporting document	Number of Photocopies
<b>Educational Qualification (Documents)</b>		
SSLC	Pass certificate from the concerned Board of Exam OR Compiled mark sheet	1
12th or pre degree / Pre Univ or Diploma	Pass certificate from the concerned Board of Exam OR Compiled mark sheet	1
Graduation & Master Degree (if applicable)	Graduation & Master Degree Marks Sheet and Convocation Certificate from the University	1
<b>Work Experience</b>		
Relieving Letter & Experience Certificate	Relieving Letter, Experience certificate of all the previous employers	1 for each company worked for
Last drawn salary	Appointment letter / Last Increment Letter	1
	Last 3 months Salary Slips (Last Employer)	1 each
<b>Personal Information</b>		
ID Proof	PAN card	1
	Aadhaar Card	1
Nationality Proof (If Not Indian)	Passport	1
Work Permit if not an Indian National (if applicable)	Work Permit from FRRO / POI card / OCI Card	1
Current Address Proof	Election identity card OR Passport OR Ration card	1
Bank Account Details	Cancelled Cheque	1
Provident Fund	Pass Book copy of PF	1
<b>Other Requirements</b>		
Passport Size Photographs	White Background	3 Nos



**CONFIDENTIAL**

Dear Ruchika Kumar

Date: 6<sup>th</sup> January 2022**Offer of Employment by TMMS Solutions Private Limited**

With reference to your application and the subsequent interview you had with us, we are pleased to extend an offer of employment to you with TMMS Solutions Private Limited (“Company” which expression includes its successors-in-interest and assigns), in the position of **Trainee - Business Development in our Training and Certifications Business Division**.

The Company is a rapidly evolving IT Management Consulting & Training organization. We are sure that your association with us will be enriching and rewarding. Here, we strive to create a workplace that is teeming with intelligent and creative minds, a workplace where work-life balance is part of the culture of the organization, and a workplace where ownership, risk and initiative is rewarded and reinforced on a continuous basis.

The terms of our offer are outlined in the following pages. If there is anything that needs more clarity you can call the Human Resource Manager, **Ms. B V Rashmi at +91 9008354778** or mail at the following mail id: **hr@consultantsfactory.com**

If you are agreeable to the terms and conditions of appointment, then kindly confirm your acceptance of appointment by signing and sharing to us a copy of this letter by **7<sup>th</sup> January 2022**. This offer is valid up to this date only. Upon your acceptance, this offer letter, including the Terms and Conditions annexed hereto, shall become a binding contract.

We are confident that your employment with our Company will prove mutually beneficial and look forward to having you with us.

Sincerely,  
For TMMS Solutions Private Limited

B V Rashmi  
Associate Director- HR

Acceptance:  
I accept the appointment and will join my duties with effect from \_\_\_\_\_.

Name: \_\_\_\_\_

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

## TERMS AND CONDITIONS

At the time of joining, you are requested to submit the following documents:

1. Copies of Academic Qualifications (the originals will be returned to you after verification) – inclusive of 10th, plus 2 or equivalent, graduation and post-graduation (if any).
2. Experience Certificate, if any, including the offer letters and relieving letters from all the previous employer/s
3. Salary Certificate from the previous employer (If Applicable)
4. Two (2) passport size photographs
5. PF/EPF number, if any, from your previous organization
6. Copy of the passport
7. Copy of Income-Tax PAN Card/ PAN intimation letter from Income-Tax Department, if any.

Please note that the Company takes a very serious view if any of the foregoing information is suppressed or falsified. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

### Commencement:

Your employment with the Company will commence on or before **01<sup>st</sup>February 2022**, and is subject to termination by either party as provided below.

### Duties:

You will serve the Company in the role mentioned above and you will carry out such duties as required of you time to time.

You will devote full time, skill and attention to the work and business of the Company, and shall work faithfully, sincerely, diligently, efficiently and to the best of your ability to promote, continue and develop the interests of the Company. You will not place yourself in any position, or act in any manner, that conflicts with the interests of the Company.

The Company shall be at liberty to appoint any other person on a similar job title, jointly with you and to assign to him/her duties and responsibilities identical or similar to those placed upon you under this offer.

You will not, during your period of employment with the Company, directly or indirectly own, manage, operate, consult or be employed by any other business, whether on a full-time or part-time basis, without the express written consent of your Reporting Manager and the HR Team.

## Probationary Period:

You will be on probation for a period of **three (3)** months from the date of joining. During your probationary period the Company would have the opportunity to assess your suitability for the position and the levels of your performance.

Upon completion of the **three (3)** months the Company may in writing confirm you in your employment or extend the period of probation or do neither, in which case the contract of employment will expire automatically.

## Policies and Other Agreements:

In addition to the terms contained in the Offer Letter, your employment will also be regulated by the policies that may be made by the Company from time to time, including those provided in the Employee Handbook which is available for viewing on the company Intranet.

You will also execute such other agreements including the Non-Disclosure Agreement as may be required by the Company from time to time.

## Hours of Work:

You are required to work on all days from Monday to Friday each week of every month. Standard working hours are **09.00 AM to 06.00 PM.**, with Sixty (60) minutes of breaks. However, your actual working hours and working days (including working on public holidays) will often be determined by work flow and Company commitments. Any such work outside the working hours would not entitle you to any additional remuneration by way of overtime allowance or otherwise.

## Location of Work:

You are required to work from our Bengaluru Office as your base location.

The Address is provided as below:

**Consultants Factory**  
2<sup>nd</sup> Floor, 90/4, CRR Garden, Ward No. 193,  
Arakere, Bannerghatta Road,  
BTM 4<sup>th</sup> Stage, Bangalore-560076

## Travel and Transfer:

Based on business contingencies and at the sole discretion of the Company you may be required to travel and/or be transferred to other locations of the Company, its affiliates, clients, vendors and other stakeholders in India or abroad either temporarily or for a longer term.

## Remuneration:

**During your Probation Period** you will be offered a **fixed remuneration of Rs.18,000 per month + Performance Bonus** upto Rs.6000 per month on Target Accomplishment + **Other Benefits** (Includes Provident Fund)

Upon completion of your probation period, the Company at its sole discretion and business requirements may or may not offer you a full time employment based on your performance. In case you are offered a full time job opportunity in the role of **Business Development Executive**, you may be offered a **Total CTC of upto Rs. 7,00,000 Per Annum. It includes a Fixed remuneration of Rs. 3,00,000 per Annum + Variable Incentives upto 3,00,000 Per Annum + Annual Performance Bonus upto Rs. 1,00,000** based on your individual and company's performance + **Other Benefits** (Includes PF and Medical Insurance).

You shall also be eligible for Gratuity, Payable at the time of exiting the company, provided you have completed a minimum of 5 years of service.

## **Relocation Reimbursements:**

Reimbursement for your initial travel to Bangalore to report to work are stated as below:

- We shall reimburse your travel from your hometown/base location to Bangalore
- We shall provide accommodation and all meals for the first 7 days (6 nights)

## **Tax Deducted at Source:**

As required by law the Company will deduct taxes at source on payments made or benefits given to you by the Company. Otherwise, you shall be responsible for taxes including filing tax returns.

## **Method of Payment:**

Fixed component of your remuneration for a given month shall be paid on the 1<sup>st</sup> day of the next month in arrears. The Company reserves the right to vary this procedure at its option. Such variance, if any, will be communicated to you.

## **Review of Salary:**

Your performance review shall be done during your appraisal meetings, scheduled at the end of 31<sup>st</sup> Mar 2023. Your reporting manager will set milestones to assess your performance.

## **Leave:**

You will be entitled to leave of such types and for such duration as identified in a “Leave Policy” that the Company may issue and amend from time to time.

## **Non-compete and Non-solicit**

During your employment and 12 calendar months thereafter from the date of the last date of employment with TMMS, you shall not directly or indirectly, in any capacity whatsoever become associated with, perform or render any services to, or conduct any activity for, or on behalf of, any business, trade, or profession which provides services similar to those provided by the Company; or directly or indirectly, call upon, contact, interfere with and/or solicit any existing or prospective customer or customers of the Company, or existing or prospective business opportunities, which were solicited, contacted, serviced, or whose account, existence or potential need for services came to the knowledge of Employee during the term of his/her relationship with the Company, for any purpose, including but not limited to, that of interfering with, diverting or taking away the business of such person or entity or providing services similar to, or competitive with, the services of Company; During your employment and thereafter you shall not directly or indirectly, alone or in any capacity, solicit or in any manner attempt to solicit or induce any person or persons engaged, retained, or employed by the Company or any affiliated entity, to leave such employment or violate their contractual obligations to the Company.

## **Termination:**

During the period of probation, the Company reserves the right to terminate your employment at any time by giving written notice of 1 month (30 Days) without assigning any reason. During the probation period you may terminate your employment with the Company by giving written notice of 1 month (30 Days).



Only the Company may, at its discretion, terminate the appointment by giving 30 Day's salary in lieu of notice.

If you are a confirmed employee, your employment may be terminated at any time by yourself, or by the Company, with or without cause, by giving 2 months (60 Days) notice in writing to that effect. Only the Company may terminate your services by paying salary in lieu of notice; you shall serve out the notice period and fulfil your responsibilities unless the Company accepts payment of salary in lieu of notice.

However, your obligation to serve the notice period shall be a right in favour of the Company and in no case shall be construed as a right conferred on you; the Company may fully or partly waive its right to notice and relieve you from your duties without payment of salary in lieu thereof.

During the notice period you are not entitled to avail any leaves. Further, if the Company terminates your employment for misconduct the Company shall not give you notice or salary in lieu of notice.

The Company has the right to initiate legal action or any such action as it may feel right, against you and your family in case you fail to complete the above conditions and settle the dues with the Company.

### **Abandonment:**

You will be deemed to have abandoned and given up your lien on your employment if you remain absent from work for a continuous period of 5 (five) working days without communicating the reasons for your absence. Consequently, your services will automatically stand terminated from the 6th day of absence. However, the Company may, at its option, and for satisfactory cause shown, condone your absence.

### **Confidentiality:**

This offer of employment is made to you in confidence, and its terms must not be disclosed by you to anyone outside your immediate family. Your other obligations of confidentiality shall be governed by the terms of the Non-Disclosure Agreement and Information Security Policy.

### **Dispute Resolution:**


The laws of India shall govern these terms and conditions. Disputes hereunder shall be referred to a single arbitrator in accordance with the procedure established by the Arbitration and Conciliation Act, 1996. The venue of arbitration shall be Bangalore. The language of arbitration shall be English. In the event that parties need to seek and obtain an injunctive remedy, they hereby consent to the exclusive jurisdiction of the Courts in Bangalore Urban District.

### **Miscellaneous:**

On the day of joining, you will be required to execute and accept the Company's Non-disclosure Agreement and Information Security Policy and such other standard agreements as the company requires its employees to sign. The Company reserves the right to conduct background investigations and/or checks on all of its potential employees. If, upon investigation/verification, the Company should find any discrepancy in your educational or employment details as provided in your resume, the Company will revoke this offer of employment stating the exact reasons for the same.

If you have any information to divulge, including the existence of any bonds/ agreements signed with your previous employer that may have an adverse impact on you accepting this offer of employment, we urge you to bring the same to the notice of the Company immediately. Please note that if any of

the information and documents provided by you at the time of joining is false, or if you suppress any material information at the time of joining, the Company takes a very serious view of the matter. In such event the Company reserves the right to terminate your employment immediately and without notice on the grounds of fraud without prejudice to its other rights and remedies.

For TMMS Solutions Private Limited	For Employee
	
B V. Rashmi	Ruchika Kumar



**Refinitiv India Shared Services Private Limited**

(Formerly known as F&R India Operations and Shared Services Private Limited)  
Registered Office: One World Centre, 12th Floor  
Tower 1, 841 Senapati Bapat Marg,  
Mumbai 400 013, Maharashtra, India  
Phone: +91 22 6180 7001  
Fax: +91 22 6180 7700  
CIN: U72200MH2018FTC309675



**LSEG**

27 May 2022

Sachin Gowda N - (Sachin -)  
#328 17th Main Road 3rd Cross Muneshwara Block  
string:Bangalore, 560026

Dear Sachin Gowda N,

Following our recent discussions, we are delighted to extend an offer of employment to you.

Enclosed is a Summary of Key Terms, any applicable Schedule/s and Detailed Terms and Conditions which set out important conditions relating to your employment and which, together, form your employment agreement ("Agreement") with Refinitiv India Shared Services Private Limited, a part of LSEG, London Stock Exchange Group.

This offer is conditional upon you satisfying the relevant recruitment and screening conditions and procedures, and where applicable, the appropriate regulatory approvals.

On or before your first day of employment, you will need to provide written documentation which proves your eligibility to work in India.

You will also need to sign a copy of your Agreement (enclosed), confirming that you have read, understood and accept the terms set out in your Agreement.

We look forward to welcoming you to the Company.

Yours sincerely,

**Laura Thurston**  
**Head of Talent Acquisition**

**Encl**

- Summary of Key Terms
- Detailed Terms & Conditions
- Data Privacy Policy



# Summary of Key Terms

THIS AGREEMENT is made on 27 May 2022.

BETWEEN

(1) Refinitiv India Shared Services Private Limited, a company which has its registered office at One World Centre, 12th floor, Tower 1, 841 Senapati Bapat Marg, Mumbai 400 013, Maharashtra, India (the “Company”); and

(2) Sachin Gowda N - (Sachin -), #328 17th Main Road 3rd Cross Muneshwara Block, string:Bangalore, 560026 (the “Employee”)

**Name** Sachin Gowda N - (Sachin -)

**Employing Company** Refinitiv India Shared Services Private Limited

You consent to the transfer of your employment under this agreement to a Group Company at any time during your employment.

**“Group Company”** means the Company and all companies which are for the time being either a Holding Company of the Company or a Subsidiary of either the Company or any such Holding Company, including any of their predecessors, successors or assigns or any company which is designated a Group Company at any time by the directors of the board of the London Stock Exchange Group(LSEG) or the Company and any firm, company, corporate or other entity or organisation:

- (a) that is directly or indirectly controlled by the Company, or
- (b) that directly or indirectly controls the Company; or
- (c) that is directly or indirectly controlled by a third party who also directly or indirectly controls the Company; or
- (d) in which the Company or any Holding Company or Subsidiary is directly or indirectly beneficially interested in 10% (ten per cent) or more of that company's issued ordinary share capital.

**“Subsidiary and Holding Company”** in relation to a company mean "subsidiary" and "holding company" as defined in section 1159 of the Companies Act 2006.

## Position and Function

Your role will be Associate Content Analyst , Division: Operations.

## Place of Work

Divyasree Technopolis, 36/2 & 124, Yamalur Village, Varthur Hobli, Off HAL Airport Road, Bengaluru, India, 560037. You may be required to work in other locations as reasonably expected by the business and in accordance with the duties of your role

## Start Date

Your employment will commence on 13 June 2022(the "Start Date").

Your employment is subject to the Employment Requirements (set out in the Detailed Terms & Conditions) being met to the Company's satisfaction, as required .

Please inform the Company of any change in circumstances which may prevent you from starting work on the Start Date. Should your employment not commence on this date then the offer of employment and terms and conditions set out in the Agreement shall automatically

lapse, be deemed void and have no purpose or effect.

### **Probation Period**

Your employment is subject to a Probationary Period of 6 months or any additional period which the Company requires. You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

During the Probationary Period either you or the Company can terminate your employment by giving the other party 30 days written notice.

### **Hours of Work**

You will work a minimum of 40 hours each week, plus any additional hours which the Company requires for the proper performance of your role. You may be entitled to overtime payments, please refer to the Special Shift Policy for more details.

### **Salary**

Your Total Fixed Pay (TFP) will be INR ₹280,000.00per annum and is inclusive of your Basic salary of INR ₹195,600.00per year, Employer's contribution towards Provident Fund of INR ₹23,472.00per year, Flexi Benefit Plan of INR ₹60,928.00 per year respectively (less tax and statutory deductions) (the "Salary").

Salary is payable as per the normal payroll practices of the Company and in any case no later than the 10th of the following calendar month. Please see the Flexi Component Breakup schedule for more information.

### **Discretionary Bonus**

You will be eligible to participate in the Bonus/Annual Incentive Plan (AIP) subject to its terms and conditions. Your annual incentive compensation target for this plan will be 6.0% of your Salary. Your bonus opportunity will range between 0% and a maximum of 200% of your annual incentive compensation target. The terms and conditions of the Bonus/AIP and the payments made are subject to the plan rules and may be varied from time to time by the Company in its absolute discretion.

Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be considered in satisfaction of (i.e., adjusted towards) the bonus payable based on profits as per the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

### **Annual Leave**

You will be entitled to leave and holidays in accordance with the Company's Time-off policy, as may be amended from time to time.

### **Retirement Age**

Your normal retirement age with the Company will be set out in the Company's Retirement Policy in force at the relevant time.

### **Benefits**

You are eligible to participate in the Company benefit plans which are set out in the enclosed benefits summary and does not form part of this Agreement.

### **Notice Period**

Either you or the Company may terminate your employment by giving the other party at least 60 days written notice [or such lesser period of notice which applies during your Probationary Period].

### **Confidentiality**

It is important that you recognize that during your employment with the Company you will have access to, and be entrusted with, confidential

information and trade secrets relating to the Company and its Group Companies and any of our clients and customers. Both during and after your employment you must comply with all policies and procedures relating to confidentiality, confidential information, trade secrets and any stricter policy which applies to your role.

### **Data Privacy**

You will comply with all Company policies and procedures relating to data protection.

You consent to and acknowledge and understand that the Company will collect and process your personal information (including sensitive personal information) in accordance with any applicable privacy notice provided to you by the Company, as may be updated by Company from time to time.

You acknowledge and understand that the Company may make such information available to any Group Company, those who provide products or services to the Company or to any Group Company (such as advisers and payroll and expenses administrators), regulatory authorities, potential or future employers, governmental or quasi-governmental organisations and potential purchasers of the Company or any Group Company or the business in which you work.

### **Post-Termination Restrictions**

To protect the interests of the Company and/or each Group Company, you must not for a period of 3 months following the termination of your employment (the "Restricted Period") be involved in or carry out certain non-solicitation or poaching activities as set out in further detail in your Detailed Terms & Conditions at paragraph 19.

### **Training**

You must complete mandatory training, which will be organised by the Company, and be dependent on your role and may include the following: (this list is not exhaustive)

- Code of Conduct;
- Anti Bribery & Corruption;
- Financial Crime (including Anti-Money Laundering and Terrorist Financing);
- Personal Account Dealing;
- Conflicts of interest;
- Information Security; and
- Prevention of Sexual Harassment at Workplace.

Subject to meeting any eligibility requirements, you may also have the opportunity to undertake additional optional training. Full details are available from the Company intranet.

## **DETAILED TERMS AND CONDITIONS**

### **1. INTRODUCTION TO THIS SECTION**

This section sets out your detailed terms and conditions of employment and should be read alongside your enclosed Summary of Key Terms and any applicable Schedules. These documents form your employment terms with the Company and are referred to in this document as your “Agreement”. By signing the Agreement, you confirm that you have read, understood and agree to the terms set out in the Agreement.

### **2. PRE-EMPLOYMENT AND ONGOING CONDITIONS**

2.1 Your employment is conditional upon the completion of certain requirements and on-going conditions to the Company's satisfaction (the "Employment Requirements"). These include the following (but we may add to these and/or waive any of them):

- that you are contractually free to carry out your employment and will not be in breach of any contract or of any other binding obligation by entering into the Agreement or carrying out your role;
- your confirmation that you are not, and have never been, the subject of an investigation by any company or other body or authority into suspected bribery or corruption activity or into suspected criminal activity involving dishonesty (including theft or fraud) or anti-competitive behaviour;
- receipt of satisfactory references by us;
- providing us with original documents, proving your eligibility to live and work in the country in which you are employed;
- where specific background checks are necessary, or applicable to your role, your cooperation in such checks being carried out and the completion of those checks to our satisfaction. By signing the Agreement, you consent to such checks being carried out;
- where applicable to your role, and in compliance with local law, the completion of credit checks to our satisfaction;
- where Securities and Exchange Board of India (“SEBI”) or any other regulatory approval for your employment is required and sought before your employment commences, such approval either (i) being obtained or (ii) not being withdrawn by the Company following consultation with the relevant regulatory body; and (iii) receipt of documentary proof that you hold the appropriate and relevant qualifications;
- your holding and continuing to hold all applicable qualifications, approvals, licences and registrations as required by the Company, and producing evidence of these before starting employment;
- the Company receiving a electronically signed copy of the Agreement from you; and
- if requested, and consistent with local law, your completing a satisfactory medical questionnaire.

2.2 If any of the Employment Requirements are not satisfied before your employment commences, the Company may withdraw its offer and terminate the Agreement without notice. While the completion of the Employment Requirements will normally be carried out before your employment starts, this may not always be possible and the Company may terminate your employment at any time after your start date with the minimum notice period as required under local law if any of the Employment Requirements are unfulfilled, or are not completed to the Company's satisfaction or within a reasonable time period.

2.3 You confirm that the information you have provided in connection with the completion of the Employment Requirements (including at the interview stage) and otherwise in connection with the Agreement is true and accurate both at the time it is given and at the start of your employment.

### **3. PLACE OF WORK**

3.1 Your place of work is set out in the Summary of Key Terms.

3.2 The Company may change your normal place of work to any reasonable location as may be required for the proper performance of your role. This may include requiring you to work from home for a temporary or extended period.

3.3 You may be required to travel and work within country and overseas as part of your role and you agree that you are prepared to undertake business travel to any global location, as the Company may at any time require.

3.4 You shall not be required to work outside India for any continuous period of more than one month, without your consent.

### **4. DUTIES**

4.1 Your role is set out in the Summary of Key Terms. The Company may at any time reasonably vary your duties and/or reporting line.

4.2 The Company may (acting reasonably) at any time require you to:

- perform additional or replacement tasks;
- perform tasks for, or be seconded to, any other Group Company;



- agree to a transfer of your employment under the Agreement to any Group Company.

4.3 The Company has policies, guidelines and procedures on the performance and conduct that it expects from its employees, including the Code of Conduct ("Policies"). Unless stated otherwise, these do not form part of the Agreement. These are available on the Company's intranet or from Human Resources. It is important that you read and comply with our Policies. Any failure to comply could result in disciplinary action being taken. The Company reserves the right to amend, replace or withdraw any of the Policies at any time.

4.4 To the extent applicable to your role, as a strict condition of your employment, you will obtain and maintain such qualifications, certification, licences or regulatory approval, as reasonably required by the Company throughout your employment.

4.5 During your employment with the Company you agree that you will:

- devote all your working time to your role, and you will carry out your role to the best of your ability and with integrity, due skill and care, and upholding the values of the Company;
- use your best efforts to promote and protect the interests of the Company and not do anything to harm those interests;
- comply with all reasonable requests given by the Company and promptly provide any explanations and information on your involvement with the business as the Company may reasonably require; and
- report to your manager or the Human Resources team any information that may harm the interests of the Company or any actual or proposed unlawful activity or behaviour affecting the Company or any Group Company (as defined in the Summary of Key Terms), whether by you or any other employee, officer, contractor of the Company or any other person, immediately on becoming aware of it.

4.6 In the event that you are unable to perform your duties or that your absence from work for any period of time causes operational difficulties, the Company may appoint another person or persons to perform your role until such time as you are able to resume fully the performance of your duties.

## **5. Working Time**

5.1 The Company can vary your working hours at its discretion, including your start and finish times. Any changes to hours will be discussed with you before they are confirmed. As well as your normal working hours, you may be required to work such additional hours as are necessary for the proper performance of your role. You may receive additional pay or time off for additional hours worked as set out in Company's Special Shift Policy in force at the relevant time.

## **6. Salary and allowances**

6.1 The Company will pay you the Salary as specified in the Summary of Key Terms or at such other rate as may subsequently be agreed between you and the Company.

6.2 Your salary will be reviewed annually, and the Company is under no obligation to increase your salary at the time of the review.

6.3 The Company may at any time deduct from any sums or payments (including the Salary) owed to you, subject to payment limits, any sums which you owe the Company or any Group Company at any time, including but not limited to loans, advances or overpayment of Salary in accordance with applicable law.

6.4 The Company will reimburse you for all reasonable and authorised out-of-pocket expenses incurred necessarily by you in the performance of your role in accordance with the Company's applicable expenses policy in force at the relevant time.

## **7. DISCRETIONARY BONUS**

7.1 If applicable and specified in the Summary of Key Terms, you may, at the Company's discretion, be eligible to participate in a discretionary bonus plan or a sales incentive plan.

7.2 Participation in any discretionary bonus plan or sales incentive plan will be subject to the rules of the applicable plan in force at the relevant time. These rules may include, but are not limited to, company and/or individual performance against a series of objectives and targets. You have no contractual right to receive a bonus or sales incentive payment.

7.3 To be eligible to receive a payment under a bonus or sales incentive plan, you must satisfy the rules of the relevant plan. In addition, the Company reserves the right at any time, to vary, terminate or withdraw (with or without replacement) any bonus plan in place from time to time. Bonus and sales incentive awards do not count towards the salary used to calculate any retirement plan contributions. Please see the bonus or sales incentive plan rules for more detail.

7.4 Any incentives or compensation payable to you by the Company (or any Group Company) can be limited or modified if the Company (or any relevant Group Company) decides this is necessary to remain consistent with any applicable remuneration policy, or to comply with laws and regulations, including any regulations or guidance published by the SEBI (or any other regulatory authority under the applicable laws), which are in force at the relevant time. This includes the operation of malus and clawback provisions as set out in the relevant bonus or sales incentive plan rules and/or as necessary to comply with the Company's regulatory requirements.

7.5 You have no contractual right to receive a payment in respect of a bonus or incentive and the making of any payment in any year does not

give rise to any obligation on the Company to make a payment in any future year. Any and all such bonus or incentives will not be considered as "wages" for the purposes of any statutory payments that you may be entitled to receive from the Company, including without limitation, "wages" under the Payment of Wages, Act, 1936, Maternity Benefit Act, 1961, Payment of Bonus Act, 1965 or any other subsequent laws that would replace the existing applicable employment laws, any severance payments as payable under local law or discretionary Company policies, social security contributions, etc.

7.6 If on termination of your employment you lose any rights or benefits under any bonus or incentive plan, or other benefit plan operated by the Company or any Group Company you will not be entitled to any compensation for the loss of any rights under any such plans.

## **8. RETIREMENT PLAN AND OTHER BENEFITS**

8.1 The Company has identified a core set of benefits that it provides to employees, subject to local country norms and practices. These core benefits cover retirement, healthcare, life assurance, long-term disability and shift allowance. Details of these plans, if/as they apply in your country of employment, are provided in the Schedule.

8.2 We reserve the right to amend or withdraw any retirement or benefits plan or allowances and/or put in place an alternative benefit at any time. Any changes will be confirmed to you in writing.

## **9. ANNUAL LEAVE AND OTHER PAID LEAVE**

9.1 Your annual leave entitlement is set out in the Company's Time Off Policy and will be pro-rated for part years worked and for part time work. Your leave will be paid at the rate of gross Salary (excluding employer's contributions to any social security) or in line with our legal obligations if higher), and the policy relating to annual leave in force at the relevant time.

9.2 You may be entitled to public holidays in your jurisdiction, these will be paid at the rate of gross Salary (or in line with our legal obligations if higher) and the policy in force at the relevant time. The Company may require you to work on certain local public holidays to meet operational business needs, subject to the terms of any applicable policy in force at the relevant time.

9.3 You will be paid pro rata for any accrued but untaken leave entitlement. If you have taken more annual leave than your accrued entitlement when you leave, you will repay to the Company an amount equivalent to any annual leave taken in excess of your accrued entitlement, and the Company can deduct the appropriate amount from your final salary payment or any other sum which it owes you at the date of termination of your employment (the "Termination Date"). The amount of the payment in lieu (or deduction) will be calculated based on the applicable policy in force at the relevant time.

9.4 Subject to any eligibility criteria, you may also be entitled to other periods of paid leave including maternity leave, adoption leave, paternity leave, bereavement leave in accordance with the Company's policies and procedures details of which can be found on the Company intranet. These policies relating to other paid leave do not form part of your Agreement and may be amended by the Company in its absolute discretion at any time.

## **10. INSURANCES**

10.1 Membership of and benefits under any insurance scheme are subject to acceptance by the relevant insurer (where appropriate), the rules of the scheme and the terms of any applicable insurance policy are conditional on you complying with and satisfying any applicable requirements of the scheme (and where relevant, the insurer). Copies of these rules and policies and particulars of the requirements (when notified to the Company) will be provided to you on request. The Company will not have any liability to pay any benefit to you under any insurance scheme unless it receives payment of the benefit from the insurer.

10.2 The Company reserves the right to terminate its participation in any of the schemes referred to above, or to substitute other schemes, or alter the benefits available to you under any schemes without compensation. If a scheme provider (for example, an insurance company) refuses for any reason (whether under its own interpretation of the terms of the relevant insurance policy or otherwise) to provide the relevant cover or benefit(s) to you under the applicable scheme or refuses to provide cover at the normal premiums due to the state of your health, the Company will not be liable to provide equivalent benefits or to compensate you for the loss of such benefits.

## **11. INTELLECTUAL PROPERTY**

The provisions of this clause will apply except to the extent prohibited by or ineffective in law.

11.1 For the purposes of this clause:

**"Company Intellectual Property"** means Intellectual Property Rights created by you (whether jointly or alone) in the course of the employment with the Company, whether or not during working hours or using Company premises or resources and whether or not recorded in material form;

**"Intellectual Property Rights"** means (i) copyright and related rights, patents, know-how, confidential information, database rights, Inventions and rights in trademarks and designs (whether registered or unregistered), (ii) applications for registrations, and the right to apply for registration, for any of the same, and (iii) all other intellectual property rights and equivalent or similar forms of protection existing

anywhere in the world.

“**Invention**” means any invention, idea, discovery, development, improvement or innovation made, whether recorded in any medium or not, which you may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice; and

“**Works**” means all documents, materials, software, photographic or graphic works of any type, and other materials in any medium or format which are created or developed, or used (whether in final form or otherwise) by you or on your behalf or by the Company in the course of your employment with the Company or for the benefit of the Company and which are protected by, contain or relate to any Intellectual Property Rights.

11.2 You may create Inventions (alone or jointly) in the course of your employment and you have a special obligation to further the interests of the Company in relation to such Inventions. You will, promptly following their creation, disclose to the Company all such Inventions and Works embodying Company Intellectual Property.

11.3 All Company Intellectual Property and materials embodying it will automatically belong to the Company as from creation for the full term of those rights; and you hereby assign (on a perpetual, worldwide and royalty-free basis), by way of present and future assignment, any and all right, title and interest therein to the Company. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You acknowledge and agree that you shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957.

11.4 To the extent that any Company Intellectual Property does not vest in the Company automatically pursuant to clause 11.5, you hold such property on trust for the Company and hereby grant to the Company an exclusive, royalty-free licence to use such property at its discretion until such Company Intellectual Property fully vests in the Company.

11.5 To the extent that any Inventions created by you (whether alone or jointly) at any time during the course of your employment are prohibited by or prevented in law from automatically vesting with the Company pursuant to clause 11.2, you will, immediately upon creation of such rights, grant the Company, in writing, a right of first refusal to acquire them on arm's length terms to be agreed between the parties. If the parties cannot agree on such terms within 30 days of the Company receiving the offer, the Company will refer the dispute to an appropriate independent arbitrator. The arbitrator's decision will be final and binding on the parties and the costs of arbitration will be borne equally by the parties.

11.6 You agree:

- to promptly disclose and deliver up to the Company all and any Works conceived, or made by you during your employment (whether or not during working hours or using Company premises or resources and whether or not recorded in material form);
- to execute all such documents, both during and after your employment, as the Company may require, to vest in the Company all right, title and interest pursuant to the Agreement at the reasonable expense of the Company;
- to provide all such information and assistance and do all such further things as the Company may require to enable it to protect, maintain and exploit the Company Intellectual Property to best advantage, at the reasonable expense of the Company, including (without limitation), at the Company's request, applying for the protection of Inventions throughout the world;
- to assist the Company in applying for the registration of any registrable Company Intellectual Property, to enable it to enforce the Company Intellectual Property against third parties and to defend claims for infringement of third-party Intellectual Property Rights at the reasonable expense of the Company;
- not to apply for the registration of any Company Intellectual Property in your country of employment or any other part of the world without the prior written consent of the Company;
- to keep confidential all Company Intellectual Property unless the Company has consented in writing to its disclosure by you; and
- to adhere to any policies, guidelines or procedures or code of practice, including the Company Code of Conduct, issued by the Company or any Group Company (as amended and in force at the relevant time).

11.7 As against the Company, its successors and assigns and any licensee of any of the foregoing, you waive all your present and future moral rights and all similar rights in other jurisdictions relating to the Company Intellectual Property.

11.8 You acknowledge that, except as provided by law, no further remuneration or compensation, other than that provided for in the Agreement, is or may become due to you in respect of your compliance with this clause.

11.9 You agree to sign, execute, or deliver any deed, document or other instrument for the purpose of giving full effect to this clause.

11.10 Rights and obligations under the Agreement will continue in force after termination of the Agreement in respect of any Company Intellectual Property.

11.11 You confirm that you will not use or disclose to the Company, or induce the Company to use any invention or work of a prior employer or any other party and you will also disclose to the Company any of your prior works and inventions (collectively, “Prior Inventions”) in order to avoid future disputes in relation to ownership. If, in the course of your relationship with the Company, you induce or suggest the incorporation of and/or incorporate into a Company product, process or machine a Prior Invention owned by you or in which you have an



interest, the Company is hereby granted and shall have a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license (with the right to sublicense) to make, have made, copy, modify, make derivative works of, use, sell and otherwise distribute such Prior Invention as part of or in connection with such product, process or machine and you agree not to license such Prior Invention or Work to a competitor of the Company.

## 12. CONFIDENTIALITY

12.1 "**Confidential Information**" means any information relating to the business, affairs, finance, clients, customers or trade connections of the Company or any other Group Company or any of their agents, members' firms, customers or counterparties, or any prospective customers or counterparties or suppliers received or acquired by you in the course of your employment, including but not limited to:

- the business methods, processes, technical information and know-how relating to the business of the Company or any other Group Company (including prices charged, discounts given to customers or obtained from suppliers, product development, corporate strategy, marketing and advertising programmes, costings, budgets, turnover, sales targets or other financial information, inventions, designs, programmes, techniques, source code, database systems, formulae and ideas);
- business contacts, lists or details of clients and suppliers and details of contacts with them, their business or affairs, including client names and client contact details, financial and personal affairs, and trading history and methodology;
- information on employees and the terms and conditions of their employment, details of employee benefits, incentive plans, salary scales and/or current or anticipated disputes;
- information or details of any actual, potential or threatened litigation, legal action, claim, dispute or arbitration against or with any member of the Group or any current or former director, officer or employee of the Group in such capacity and any information in respect of provisions for any such action;
- details and terms of the Company's or any other Group Company's agreements with current or prospective suppliers, clients, agents, investors, members and customers;
- commercially sensitive information or trade secrets;
- unpublished price sensitive information relating to shares or securities listed or dealt in on any Recognised Investment Exchange or Recognised Stock Exchange. Recognised Investment Exchange has the meaning given to it by section 285 of the Financial Services and Markets Act 2000 or means any business which is recognised by an overseas equivalent of the FCA as being substantially similar and/or equivalent. A Recognised Stock Exchange means a stock exchange which is recognised by the Indian Central Government or SEBI under Section 4 of the Securities Contracts (Regulation) Act, 1956;
- confidential details as to the design of the Company's or any other Group Company's and/or their suppliers' products and inventions or developments relating to future products;
- details of any promotions or future promotions or marketing or publicity exercises planned by the Company or any other Group Company;
- details of any budgets, management accounts, trading statements, sales reports, financial reports or business plans of the Company or any other Group Company; and
- any information which may affect the value of the Business or the shares of the Company or any other Group Company;

whether or not, in the case of documents or other written materials or any materials in electronic format, they are or were marked as confidential and whether or not in the case of other information, such information is identified or treated by the Company or any other Group Company as being confidential.

12.2 During your employment and at any time afterwards, you must not (other than in the proper performance of your role) directly or indirectly use, communicate or disclose, or authorise to be used, communicated or disclosed, to any person any trade secrets or Confidential Information. You must use your best efforts to prevent the unauthorised publication or disclosure of any such trade secret or Confidential Information. You are also required to comply with any applicable policy in force at the relevant time relating to Confidential Information during your employment and after its termination.

12.3 You can use Confidential Information which you are authorised to use by the Company or any Group Company and/or which is required by law and/or which has already entered the public domain (except as a result of any unauthorised disclosure by you or any other employee of the Company or any other Group Company) and/or which you are entitled to disclose under applicable whistle-blowing laws provided that the disclosure is made in an appropriate way to an appropriate person and/or where it is appropriate to disclose to a relevant regulatory body.

12.4 You will not make copies of any document, memoranda, correspondence (including emails), computer disk, CD-ROM, memory stick, video tape or any similar matter (including in any electronic format) or remove any such items from the premises of the Company or of any Group Company other than in the proper performance of your duties except with the prior written authority of the Company.

12.5 You will comply with the terms of any applicable policy in force at the relevant time concerning social media or engaging with the media. You will not (unless you are permitted and authorised to do so as part of your role) make or authorise any public statement (whether written or oral) to the media or on a networking site or otherwise relating to the affairs of the Company or any Group Company. Also, you

will not write any article for publication on any matter concerned with the business or other affairs of the Company or any Group Company without the prior written consent of the Company. After the termination of your employment, you will not make any adverse, untrue or misleading statement (in any medium) about the Company, any Group Company, or its/their directors or employees.

12.6 You will comply with any policies, guidelines or procedures or code of practice, including the Company Code of Conduct, issued by the Company or any Group Company (as amended and in force at the relevant time).

### **13. DATA PROTECTION**

13.1 You will comply with the Company's data protection policies and any other applicable policies, guidelines, requirements and procedures concerning data protection in force at the relevant time when handling personal data in the course of your employment, including personal data relating to any employee, officer, customer, client, contacts, advisor, supplier or agent of the Company or any Group Company.

13.2 The Company will collect and process your personal information (including sensitive personal information) in accordance with any applicable privacy notice policy or guidelines provided to you by the Company (including any HR privacy notice which is available on the intranet), as may be updated by the Company from time to time.

13.3 You consent to, acknowledge and understand that the Company may make such information available to any Group Company, those who provide products or services to the Company or to any Group Company (such as advisers, payroll, travel and expenses administrators), legal and regulatory authorities, potential or future employers, governmental or quasi-governmental organisations and potential purchasers of the Company or any Group Company or the business in which you work.

### **14. OUTSIDE INTERESTS**

14.1 During your employment you will not (without the Company's prior written consent) be directly or indirectly engaged, or hold interests in, any other business activity, trade or occupation which may conflict or compete with the proper performance of your obligations and duties to the Company or any Group Company, or could otherwise be harmful to, or contrary to, the interests or reputation of the Company or any Group Company. If in doubt you should speak to your line manager, HR or Legal.

### **15. REGULATORY COMPLIANCE**

15.1 You will comply with all legal, regulatory and governance obligations, including applicable provisions of the regulatory and compliance policies that are relevant to you. If you are in any doubt as to your responsibilities in this regard or the policies, guidance and procedures which apply to you, you should speak to your line manager and/or Group Compliance.

15.2 If your role is a mandatory, registered or required regulatory role, including, but not limited to: the performance of a Senior Management Function under the Senior Management and Certification Regime ("SMCR"), the performance of a Senior Executive Function under the Senior Executive Accountability Regime ("SEAR"), a FINRA registered representative or national variations thereof, you must comply with the expected and required principles, accepted practices, codes, obligations and rules for holders of these positions. Failure to adhere to/or to comply with these may result in investigation by a regulatory body or agency and the Company, and/or the Company taking disciplinary action against you which may result in the termination of your employment.

15.3 You will be bound by and comply with:

- the Dealing in the Company Shares Policy;
- the Dealing in non-Company Shares Policy and the Conflict of Interest Policy or such other applicable policy in force at the relevant time, including, but not limited to, further requirements around additional dealing rules, restrictions or approvals specific to your area of business that the Company or any Group Company require or deem necessary;
- the provisions of the Criminal Justice Act 1993, the Financial Services and Markets Act 2000 and the European Union Market Abuse Regulation 596/2014 ("MAR") relating to insider dealing and the use of inside information relating to the Company or to any Group Company; and
- any other applicable law, requirement, recommendation or regulation applying to dealings in financial instruments of the Company or of any Group Company (including without limitation, the Securities Contracts (Regulation) Act, 1956 and the SEBI (Prohibition of Insider Trading) Regulations, 2015). You also agree to ensure that none of your connected persons (including your spouse or civil partner and any children or step-children under the age of 18) will deal in any way in any financial instruments of the Company or any Group Company except in accordance with the Dealing in the Company Shares Policy or such other applicable policy in force at the relevant time.

15.4 You consent to the Company monitoring your use of all Group resources and communication and electronic equipment and information stored on Group computer equipment. Further details are set out in the applicable policy in force at the relevant time.

### **16. EXPENSES**





16.1 There may be occasions when you incur business expenses for instance, travelling to a training course or visiting another business location. Any expenses must be reasonable, pre-approved, in line with the Company's Global Travel and Expenses Policy and claimed promptly before reimbursement is made.

## 17. TERMINATION PROVISIONS

17.1 Subject to paragraph 2 of the Detailed Terms and Conditions, the Company and you may wish to terminate your employment in accordance with the Notice paragraph set out in your Summary of Key Terms. Your resignation would have to be accepted by the Company to become effective. Once accepted, the resignation cannot be withdrawn by you without the express consent of the Company.

17.2 The Company may at its sole discretion terminate your employment with immediate effect by notifying you in writing that the Company is exercising its right under this clause 17.2. The payment in lieu of notice in respect of any unexpired period of notice will be as per applicable law. You will have no right to receive a payment in lieu of notice unless the Company has exercised its discretion under this clause 17.2. Any payment in lieu of notice will not include the value of any element in respect of any bonus or other incentive payment or award that might otherwise have been due had you worked for the Company during the notice period for which the payment in lieu is made. Further, in case you terminate your employment (i.e., resign from your services), the Company may at its sole discretion waive all or part of the notice or allow you to pay in lieu of the notice.

17.3 The Company can terminate your employment with immediate effect and with no liability to make any further payment or compensation to you (other than for amounts accrued and due at the date of termination) if:

a. the Company reasonably believes you:

- have committed any serious or repeated breach of any of your obligations under this Agreement, including but not limited to a failure to comply with any lawful order or instruction given to you by the Company or any other Group Company, or any applicable policies, guidelines or procedures in place from at the relevant time; or
- are guilty of serious misconduct or wilful or habitual neglect in the performance of your duties or of any form of harassment, including sexual harassment while employed with the Company; or
- are guilty of conduct (including but not limited to bribery, fraud, dishonesty, theft or misappropriation or damage to Company's business or property, corruption or such other conduct) which, brings or is likely to bring you, the Company or any other Group Company into disrepute; or
- are habitually late or absent from work; or
- are habitually involved in money lending; or
- are absent without intimation for more than 8 days; or
- are in influence of illicit substances or alcohol and/or indulge in riotuous or disorderly behaviour during the work hours at the establishment; or have incited an illegal strike; or
- threaten, abuse or assault any employee, consultant, trainee, customer, supplier, agent or partner of the Company; or
- preach or incite violence at the Company's premises; or
- disclose confidential information of the Company without its written consent; or
- indulge in wilful slow down of work; or
- abet or attempt to abet any of the above acts.

b. you are charged, arrested or convicted by a court of law with a criminal offence under applicable law (excluding a road traffic offence not subject to a custodial sentence); or

c. you fail to obtain any necessary approval(s), licences or qualifications or have any necessary approval(s), licences or qualifications suspended or withdrawn by any relevant regulatory body, including but not limited to the FCA, which are reasonably required by the Company for you to carry out your duties, or the Company reasonably believes that your acts or omissions will lead to such approval being suspended, denied or withdrawn; or

d. you are guilty of a breach of any requirements, recommendations, rules, codes of practice or regulations as amended from time to time by jurisdictional regulatory authorities relevant to the Company or any Group Company; or

e. you commit a material breach of any policies, guidelines or procedures or code of practice, including the Company Code of Conduct, issued by the Company or any Group Company (as amended and in force at the relevant time); or

f. you are disqualified from acting as a director of a company by order of a competent court; or

g. you are declared bankrupt or have made any arrangement with or for the benefit of your creditors or have an administration order made against you; or

h. you are considered no longer medically fit to perform your duties by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year.



17.4 Clause 17.3 will not restrict any other right the Company may have to terminate your employment without notice. Any delay by the Company in exercising its rights under clause 17.3 will not constitute a waiver of those rights.

17.5 The Company can at any time and for any reason make a written request to you to do any of the following:

- immediately deliver to the Company all equipment, books, documents, papers, computer records, computer data, credit cards, and any other property relating to the business of, or belonging to the Company or any other Group Company which is in your possession or under your control; and disclose details of any access codes, PINs or passwords used by you in the course of performing your duties for the Company or any Group Company. You must not retain copies or reproductions of any documents, papers or computer records relating to the business of, or belonging to the Company or any other Group Company;
- inform Human Resources of any information relating to the business of the Company or any Group Company stored on any computer or storage device in your possession or control held outside of any of the Group's premises, and at the request of the Company you must irretrievably delete any such information and all information derived from it;
- immediately pay to the Company or any other Group Company all outstanding loans or other amounts due or owed to the Company or any other Group Company. You confirm that if you fail to do so, the Company is authorised to deduct from any amounts due or owed to you by the Company or any other Group Company a sum equal to such amounts;
- resign from all (if any) offices or directorships held by you in the Company or any Group Company and all (if any) trusteeships held by you of any retirement plan or any trust established or subscribed to by the Company and any Group Company. You agree to sign and execute all documents and do everything necessary to give effect to such resignation.

17.6 You will not at any time after your employment terminates represent yourself as being in any way connected with the Company or any Group Company. The termination of your employment will not affect any terms of the Agreement which operate after the Termination Date, including the paragraphs relating to Intellectual Property, Confidentiality and Post Termination Restrictions.

## 18. SUSPENSION AND GARDEN LEAVE

18.1 The Company has the right to suspend all or any of your duties for such period and on such terms as it considers appropriate. The Company can exercise this right at any time (including during a period of notice terminating your employment) and, whether or not it is in connection with a disciplinary investigation.

18.2 Where notice of termination has been served by either you or the Company or if you attempt to terminate your employment in breach of contract, the Company can require you to go on "Garden Leave". This means you will not be required to perform any duties or services, or only to provide specified services or duties, for the whole or any part of your relevant notice period. During any period of Garden Leave you will remain an employee of the Company and will continue to be bound by duties of good faith and fidelity to the Company as well as by the terms of the Agreement, which will remain in full force and effect except as varied by this clause. You will continue to receive your Salary and all contractual benefits in the usual way during any Garden Leave period. The Company can also require you during any Garden Leave period:

- not to attend any of the premises of the Company or any other Group Company or to perform your services at such place or places as the Company may decide at its discretion; and/or
- not to contact or deal with any customers, prospective customers, agents, suppliers, consultants, employees, member firms or other business contacts of the Company or any other Group Company without the Company's prior written consent; and/or
- to keep the Company informed of your whereabouts (except during any periods taken as annual leave) so that you can be called upon to perform any duties as required by the Company including assisting in any handover of your role to another individual; and/or
- not to commence any other employment or engagement (whether directly or indirectly); and/or
- to take any accrued holiday including holiday which will accrue during the period of Garden Leave.

## 19. POST TERMINATION RESTRICTIONS

19.1 You will comply with the restrictions in this clause, which are by their very nature detailed, for the purpose of protecting the legitimate business interests of the Company and each Group Company and, in particular, their Confidential Information, trade connections, goodwill and stable trained workforce.

19.2 You agree with the Company that you will not, whether directly or indirectly, on your own behalf or on behalf of or in conjunction with any other person, company or other entity:

- For the Restricted Period (as set out in your Summary of Key Terms), approach, solicit or endeavour to entice away any person, firm, company or other entity who is or was a customer, client or supplier of the Company or any Group Company and with whom you had material dealings in the course of your employment with the Company, or in respect of whom you were aware of material and confidential information, in either case within the 12 month period immediately prior to the Termination Date. Nothing in this paragraph will prohibit you from seeking or doing business which is not in direct or indirect competition with the Restricted Business; and



- For the Restricted Period (as set out in your Summary of Key Terms), deal with any person, firm, company or other entity who is or was a customer, client or supplier of the Company or any Group Company and with whom you had material dealings in the course of your employment with the Company, or in respect of whom you were aware of material and confidential information, in either case within the 12 month period immediately prior to the Termination Date. Nothing in this paragraph will prohibit you from seeking or doing business which is not in direct or indirect competition with the Restricted Business;
- For the Restricted Period (as set out in your Summary of Key Terms), approach, solicit or endeavour to entice away any person, firm or company with whom either you or any other employee of the Company or any Group Company for whom you had, at the date of the negotiations, management responsibility, carried out negotiations on behalf of the Company or any Group Company at any time during the period of six months immediately prior to the Termination Date with a view to such person, firm or company becoming a customer of the Company or of any Group Company. Nothing in this paragraph will prohibit you from seeking or doing business which is not in direct or indirect competition with the Restricted Business; and
- For the Restricted Period (as set out in your Summary of Key Terms), deal with any person, firm or company with whom either you or any other employee of the Company or any Group Company for whom you had, at the date of the negotiations, management responsibility, carried out negotiations on behalf of the Company or any Group Company at any time during the period of six months immediately prior to the Termination Date with a view to such person, firm or company becoming a customer of the Company or of any Group Company. Nothing in this paragraph will prohibit you from seeking or doing business which is not in direct or indirect competition with the Restricted Business;
- For the Restricted Period (as set out in your Summary of Key Terms), solicit or entice away or attempt to solicit or entice away or engage, or otherwise facilitate employment or engagement of any director, officer or employee of executive status with whom you had material dealings within the 12-month period prior to the Termination Date. For the purpose of this paragraph, “executive status” means Group Executive, Managing Director, Director, Manager or anything else which replaces these grades and any employees with a lower corporate grade where they have had line manager responsibilities or have been engaged in work or projects, which in the Company’s reasonable opinion are key to its business.

19.3 Each of the restrictions contained in this clause are considered by the parties to be reasonable in all the circumstances as at the date of this Agreement. The restrictions may be modified as necessary to make them valid and effective on any changing pattern of work. Any such modification will not affect the validity of any other restriction set out in this clause will be construed as separate and individual restrictions.

You and the Company agree that:

- you will, at the Company's request and expense, enter into a separate agreement with any other Group Company that the Company may require, under the terms of which you will agree to be bound by restrictions corresponding to those contained in clauses 12 and 19 (or such as may be appropriate in the circumstances);
- the period during which the restrictions referred to in this clause will apply following the Termination Date will be reduced by the amount of any time which you spend on Garden Leave during which you are not performing any duties or services as may be requested under clause 19.2; and
- the covenants contained in this clause are intended to be severable and if any of them are in any way unenforceable, the enforceability of the other sub-paragraphs will not be affected. If any of the restrictions contained in this clause will be adjudged to be void or ineffective for whatever reason but would be adjudged valid and effective if it or another restriction were deleted in whole or in part, then such restriction will apply with such deletions as may be necessary to make it valid and effective.

## 20. THIRD PARTY RIGHTS

20.1 No person other than the parties to the Agreement and any Group Company shall have any rights under it and it will not be enforceable by any person other than those parties.

20.2 The Company may enforce any term of the Agreement as agent and trustee for any other Group Company. All losses and other liability incurred or suffered by any other Group Company under or as a consequence of the Agreement shall be deemed to be the losses and liability of the Company for the purpose of this clause.

## 21. GENERAL

21.1 The Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation will be governed by, and will be construed in accordance with the relevant local laws. Each party irrevocably agrees to submit to the exclusive jurisdiction of the local Indian court having jurisdiction in the State where the employee was last posted or deployed over any claims or matters arising under or in connection with the Agreement.

21.2 Where the Company retains a discretion under the Agreement such discretion cannot be limited or restricted in any way, other than by prior written agreement between you and an authorised member of the Company's Human Resources team.

21.3 The Agreement constitutes the entire agreement between you and the Company and supersedes any previous agreement between you and the Company or any Group Company relating to such matters.



21.4 You and the Company acknowledge and agree that in entering into the Agreement, the Company and you do not rely on, and will have no remedy in respect of, any statement, representation, warranty or understanding other than as expressly set out in the Agreement. The only remedy available to either party in respect of any such statement, representation, warranty or understanding will be for breach of contract under the terms of the Agreement. Nothing in this clause 21 will exclude any liability for fraud.

## 22. CONDUCT AND COMPLAINTS

22.1 If you want to raise a complaint, please refer to the non-contractual local policy which can be found on the intranet, and which explains how and to whom your complaint should be raised.

22.2 The non-contractual disciplinary or conduct policy in force at the relevant time is available on the intranet. This procedure sets out the details of who an appeal should be made to, if you wish to appeal a disciplinary or conduct decision.

## 23. POLICIES, PROCEDURES AND PRACTICES

23.1 During your employment with the Company (and where applicable after your employment has terminated), you must familiarise yourself with and comply with all our applicable policies, procedures and guidelines in force, both on joining and throughout your employment. These can be found on the Company's intranet.

23.2 Unless otherwise stated, these policies, guidelines and procedures do not form part of your Agreement.

## 24. NOTICES

24.1 A notice under this Agreement shall be delivered by hand or sent to the party at the address given in this agreement or as otherwise notified in writing to the other party, and notices may be sent to the relevant party by email.

24.2 Any such notice shall be deemed to have been received:

- if delivered by hand, at the time the notice is left at the address or given to the addressee;
- in the case of pre-paid first class post or other next working day delivery service, at 9.00 a.m. on the second business day after posting or at the time recorded by the delivery service;
- in the case of email, at the time of transmission.

24.3 A notice shall have effect from the earlier of its actual or deemed receipt by the addressee. For the purpose of calculating deemed receipt:

- all references to time are to local time in the place of deemed receipt; and
- if deemed receipt would occur on a Saturday or Sunday or a public holiday when banks are not open for business, deemed receipt is at 9.00 a.m. on the next business day.

24.4 This clause does not apply to the service of any proceedings or other documents in any legal action.

## 25. ACCEPTANCE

This Agreement (comprising your Summary of Key Terms, Detailed Terms and Conditions and applicable Schedules), set out the entire Agreement between you and the Company.

Please sign and return a copy of this Agreement to HR, via Workday following the DocuSign e-sign steps, no later than 2 days from receiving the Agreement to accept.

In accepting and signing the Agreement, you confirm that all the information you have provided to the Company in connection with this offer is true and not misleading, and you agree to notify the Company promptly of any change in that information.

Sincerely,

**Laura Thurston**  
**Head of Talent Acquisition**

On behalf of the company



**LSEG**

I Sachin Gowda N - (Sachin -) accept the terms of the Agreement with Refinitiv India Shared Services Private Limited and confirm receipt of the enclosed documents.

Offer Accepted Signature:

Offer Accepted Printed Name:

Date:



Ref: C[BSCPL]/HRD/LOO/0147

Date: 18<sup>th</sup> June, 2022

Place: Bangalore

Ms. Sandhya C

#54, 1<sup>st</sup> Main, 2<sup>nd</sup> Cross, Siddhartha Layout, Kathriganne East,  
Banashankari 3<sup>rd</sup> Stage, Bangalore - 560085

**LETTER OF OFFER**

With reference to your interview discussion, we are pleased to offer you the position of "**Trainee Consultant**" at *Blip Snip Consulting PVT LTD*, #4025-4026, 6<sup>th</sup> cross road, opp. UCO Bank, KR road, **Jayanagar 7<sup>th</sup> west block, Bangalore, 560082**. On the following terms and conditions, your gross remuneration will be **INR. 2,04,000/- (INR Two Lakh Four Thousand only. (CTC) Per Annum)**. Please find the detailed CTC breakup in **Annexure - I**.

You shall report to the duty on (or) before **01<sup>st</sup> July 2022 (Friday) by 10.00 AM**. The detailed appointment letter will be given to you on the date of joining. Also, kindly submit the following credential documents at the time of joining:

- 10<sup>th</sup> Standard/SSLC certificate & 12<sup>th</sup> Standard /HSC Certificate
- Under-Graduation (All Semester Mark Sheets & Degree Certificate)
- Post-Graduation (All Semester Mark Sheets & Degree Certificate)
- Any other professional/ technical certification
- Relieving Letters from all previous employers
- Promotion/Increment Letters from all previous employers (If Any)
- Last 3 months Salary Slip
- Bank statement (6 Months)
- PAN Card
- Passport/Driving License/Voter ID card/Aadhaar Card
- 8 Passport Size photographs
- Medical Fitness certificate from your doctor.

**Important Note:** Please carry the Original documents for verification. The Offer will immediately be revoked if any (or) all of the submitted credential documents found to be fabricated (or) falsified in any format.

For further queries, please feel free to contact the **HR Department (Ms. Hemalatha K N - 6360030645)**.

Kindly sign and return the duplicate copy of this letter as a token of your acceptance of the Job Offer and all the above terms & conditions.

**Certvalue (A division of Blip Snip Consulting PVT LTD)**

(Authorized Signatory)

I, hereby acknowledge and agree to all the above terms and conditions, accept the offer and abide by all the policies and procedures of *Certvalue*.

Name : Ms. Sandhya C

Signature : \_\_\_\_\_

Date : 18<sup>th</sup> June, 2022 (Saturday)

Ref: C[BSCPL]/HRD/LOO/0147

Date: 18<sup>th</sup> June, 2022

Place: Bangalore

**Ms. Sandhya C**

#54, 1<sup>st</sup> Main, 2<sup>nd</sup> Cross, Siddhartha Layout, Kathriguppe East,  
Banashankari 3<sup>rd</sup> Stage, Bangalore - 560085

ANNEXURE - I					
COMPENSATION DETAILS					
Earnings			Deductions		
Description	Per month	Per annum	Description	Per month	Per annum
Basic + DA	5950	71400	Professional Tax	200	2400
HRA	4250	51000	ESIC	119	1296
Special Allowance	4,250	51000			
Medical Insurance	1,360	16320			
Travelling Allowance	1190	14280			
<b>Gross Earnings</b>	<b>17,000</b>	<b>204000</b>	<b>Total Deductions</b>	<b>319</b>	<b>3828</b>
<b>Net pay</b>	<b>16,681</b>	<b>200172</b>			
<b>Gross Salary In Words: INR Two Lakh Four Thousand Only.(Per Annum CTC)</b>					
OTHER BENEFITS					
Performance based incentives and rewards as applicable.					
Work Related Out-station travel expenses will be reimbursed on actual or as per company norms.					

**BLIP SNIP Consulting PVT LTD**

**(Authorized Signatory)**

I have read the conditions of the above letter of Offer, understood and accept this offer, as mentioned in this letter.

**(Sandhya C)**

**Date: 18<sup>th</sup> June, 2022**

22

The logo for Utopia, featuring the word "utopia" in a lowercase, sans-serif font. To the right of the text is a circular graphic element consisting of a solid grey dot and a larger, lighter grey circle that partially overlaps it.

A PROMETHEUS GROUP COMPANY

Date: September 05, 2022

To Whom It May Concern:

This is to certify that **Saurav Bhartia** (USN - 19CQSAC024), is currently working on the project entitled **Spectrum Project** at **Utopia India Pvt. Ltd., Bangalore** under my guidance starting from May 02, 2022.

For and on behalf of Utopia India Pvt. Ltd.

By: Vijith Unnithan

Vijith Unnithan  
Senior Manager - Delivery

Utopia India Pvt. Ltd. (A Prometheus Group Company) | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden,  
Koramangala, Bangalore 560095

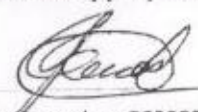
[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100

## Employment Agreement

This Employment Agreement (the "**Agreement**") is made and entered into as of April 08, 2022, by and between Syed Jamal (the "**Employee**") residing at 807, 7th Main Rajendranagar, Koramangala Bangalore - 560047 and Utopia India Pvt. Ltd, (the "**Company**") office at 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095.

NOW, THEREFORE, the parties agree as follows:

1. Term and Nature of Employment. Subject to any background and reference checks in progress, revealing no material impropriety or unsuitability for employment at the Company, the Employee's terms and nature of employment, including but not limited to start date of employment, position, compensation, benefits eligibility, reporting structure and place of performance, are set forth in Schedule A, and will continue until terminated in accordance with this contract and the Employee Handbook. This agreement and the employee handbook contain terms and conditions of service governing this appointment which are subject to change from time to time.
2. Probation. The first ninety (90) days of employment shall constitute a probationary period during which period the Employer will closely monitor the performance of the Employee. Upon successful completion of the appraisal of the potential long term employee's performance, a decision will be taken related to the continued employment of the Employee. Alternatively, the Company may at its sole discretion and only if expressly provided for in writing, extend the probation period for a further period of three months.
3. Termination of Employment.
  - a. The employment shall be terminated with immediate effect and no prior notice shall be given where the Employment is terminated for cause or as listed under Section 3c. Notwithstanding the above, the Company and Employee shall provide written notice as stated in Schedule A. The Company reserves the option of paying the Employee in lieu of part or all of the Employee's Notice period.
  - b. Sections 4 to 8 of this contract will survive the termination and/or resignation of the Employment with the Company.
  - c. Notwithstanding anything mentioned in this Contract, the Company may terminate the Employment with immediate effect due to cause and also if the Employee:
    - i. Commits a material breach of this Agreement or the Policies and Procedures or other documents of the Company;
    - ii. Is guilty of any misconduct (including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation



Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095





A PROMETHEUS GROUP COMPANY

- or misuse by the Employee of the Company's property) or willful neglect in performing the duties;
- iii. Fails to comply with any reasonable directions of the Company;
  - iv. Is convicted of a criminal offense which, in the Company's reasonable opinion, affects the Employee's position as an employee of the Company or is convicted of a crime involving moral turpitude;
  - v. Is absent without permission or authority from the place of work;
  - vi. Acted unreasonably which reflects unfavorably on the Company or any Affiliate or;
  - vii. Conducts himself/herself in an unethical, illegal or otherwise any manner which has an adverse effect on the name or public image of the Company or its affiliates.
- d. The Company may elect to suspend the Employment in any circumstances, including where it is carrying out an investigation (regardless of whether the investigation relates to the Employee's behavior or conduct). The Company will provide the Employee with the Employee's normal pay during any period of suspension.
- e. The Employment Term and the Employee's employment hereunder may be terminated by either the Company or the Employee at any time and for any reason; provided that, unless otherwise provided herein, Employee shall be required to give the Employer advance written notice of any termination of the Employee's employment as required under Schedule A. Upon termination of the Employee's employment during the Employment Term, the Employee shall be entitled to the compensation and benefits described in Schedule A and shall have no further rights to any compensation or any other benefits from the Company or any of its affiliates.
4. Confidential Information. The Employee understands and acknowledges that during the Employment Term, he/she will have access to and learn about Confidential Information, as defined below.

#### 4.1 Confidential Information Defined.

##### (a) Definition.

For purposes of this Agreement, "**Confidential Information**" includes, but is not limited to, all information not generally known to the public, in spoken, printed, electronic or any other form or medium, relating directly or indirectly to: business processes, practices, methods, policies, plans, publications, documents, research, operations, services, strategies, techniques, agreements, contracts, terms of agreements, transactions, potential transactions, negotiations, pending negotiations, know-how, trade secrets, computer programs, computer software, applications, operating systems, software design, web design, work-in-process, databases, manuals, records, articles, systems, material, sources of material, supplier information, vendor information, financial information, results, accounting information, accounting records, legal information, marketing information, advertising information, pricing information, credit information, design information, payroll information, staffing information, personnel information, employee lists,



then, such disclosure shall be made only within the limits and to the extent of such duties or consent). Nothing herein shall be construed to prevent disclosure of Confidential Information as may be required by applicable law or regulation, or pursuant to the valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation or order. The Employee shall promptly provide written notice to the Company.

The Employee understands and acknowledges that his/her obligations under this Agreement with regard to any particular Confidential Information shall commence immediately upon the Employee first having access to such Confidential Information (whether before or after he/she begins employment by the Company) and shall continue during and after his/her employment by the Company until such time as such Confidential Information has become public knowledge other than as a result of the Employee's breach of this Agreement or breach by those acting in concert with the Employee or on the Employee's behalf.

5. Restrictive Covenants. The employee shall not either directly or indirectly interfere with or disrupt or attempt to disrupt the relationship (whether contractual or otherwise) between the Company and any Client, Candidate, or supplier of the Company, with whom you had dealings or performed work during your tenure with the Company. The Employee shall not, except with the written consent of the Company, be engaged as a director, partner, owner, principal, agent, representative, shareholder, financier or employee, in any business or entity that Competes (or proposes to Compete) with the business of the Company during the employment with the Company.

5.1 Non-competition. Because of the Company's legitimate business interest as described herein and the good and valuable consideration offered to the Employee, during the Employment Term and for a period of Twelve (12) months thereafter, to run consecutively, beginning on the last day of the Employee's employment with the Company, the Employee agrees and covenants not to engage in Prohibited Activity within the Data Services and Product Industry with reference to SAP systems.

5.2 "Prohibited Activity" is activity in which the Employee contributes knowledge, directly or indirectly, in whole or in part, as an employee, employer, owner, operator, manager, advisor, consultant, agent, employee, partner, director, stockholder, officer, volunteer, intern or any other similar capacity to an entity engaged in the same or similar business as the Company, including those engaged in the business of Data Migration, Master Data Governance, Enterprise Asset Management and Utopia's proprietary software or products. More specifically, the prohibited activity relates to products or services that were offered or in the initial development phase by the company during your employment. Prohibited Activity also includes activity that may require or inevitably requires disclosure of trade secrets, proprietary information or Confidential Information.

5.3 Non-solicitation of Employees. The Employee agrees and covenants not to directly or indirectly solicit, hire, recruit, attempt to hire or recruit, or induce the termination of employment of any employee of the Company during the Employment term and for a period



supplier lists, vendor lists, developments, reports, internal controls, security procedures, graphics, drawings, sketches, market studies, sales information, revenue, costs, formulae, notes, communications, algorithms, product plans, designs styles, models, ideas, inventions, unpublished patent applications, original works of authorship, discoveries, specifications, customer information, customer lists, client information, client lists, manufacturing information, factory lists, distributor lists, and buyer lists of the Company or its businesses or any existing or prospective customer, supplier, investor or other associated third party, or of any other person or entity that has entrusted information to the Company in confidence.

The Employee understands that the above list is not exhaustive, and that Confidential Information also includes other information that is marked or otherwise identified as confidential or proprietary, or that would otherwise appear to a reasonable person to be confidential or proprietary in the context and circumstances in which the information is known or used.

The Employee understands and agrees that Confidential Information includes information developed by him/her in the course of his/her employment by the Company as if the Company furnished the same Confidential Information to the Employee in the first instance. Confidential Information shall not include information that is generally available to and known by the public at the time of disclosure to the Employee; provided that, such disclosure is through no direct or indirect fault of the Employee or person(s) acting on the Employee's behalf.

(b) Company Creation and Use of Confidential Information.

The Employee understands and acknowledges that the Company has invested, and continues to invest, substantial time, money and specialized knowledge into developing its resources, creating a customer base, generating customer and potential customer lists, training its employees, and improving its offerings in the field of Data Products and Services. The Employee understands and acknowledges that as a result of these efforts, the Company has created, and continues to use and create Confidential Information. This Confidential Information provides the Company with a competitive advantage over others in the marketplace.

(c) Disclosure and Use Restrictions.

The Employee agrees and covenants: (i) to treat all Confidential Information as strictly confidential; (ii) not to directly or indirectly disclose, publish, communicate or make available Confidential Information, or allow it to be disclosed, published, communicated or made available, in whole or part, to any entity or person whatsoever (including other employees of the Company) not having a need to know and authority to know and use the Confidential Information in connection with the business of the Company and, in any event, not to anyone outside of the direct employ of the Company except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of the CEO acting on behalf of the Company in each instance (and then, such disclosure shall be made only within the limits and to the extent of such duties or consent); and (iii) not to access or use any Confidential Information, and not to copy any documents, records, files, media or other resources containing any Confidential Information, or remove any such documents, records, files, media or other resources from the premises or control of the Company, except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of CEO acting on behalf of the Company in each instance (and



of Twelve (12) Months, to run consecutively, beginning on the last day of the Employee's employment with the Company.

5.4 Non-solicitation of Customers. The Employee understands and acknowledges that because of the Employee's experience with and relationship to the Company, he/she will have access to and learn about much or all of the Company's customer information. "Customer Information" includes, but is not limited to, names, phone numbers, addresses, e-mail addresses, order history, order preferences, chain of command, pricing information and other information identifying facts and circumstances specific to the customer and relevant to sales/services.

The Employee understands and acknowledges that loss of this customer relationship and/or goodwill will cause significant and irreparable harm.

The Employee agrees and covenants, during the Employment term and for a period of Twelve (12) Months to run consecutively, beginning on the last day of the Employee's employment with the Company, not to directly or indirectly solicit, contact (including but not limited to e-mail, regular mail, express mail, telephone, fax, and instant message), attempt to contact or meet with the Company's current, former or prospective customers for purposes of offering or accepting goods or services similar to or competitive with those offered by the Company.

6. Remedies. Any dispute, controversy or claim arising out of or related to this Agreement or any breach of this Agreement shall be submitted to and decided by documents only binding arbitration in Bangalore, India by one (1) arbitrator in the English language in accordance with the rules and regulations of the (Indian) Arbitration and Conciliation Act, 1996 and shall be conducted consistent with the rules, regulations and requirements thereof as well as any requirements imposed by state law. Any arbitral award determination shall be final and binding upon the Parties. Without limiting the Company's remedies, the Company may obtain an injunction to restrain any breach (or anticipated breach) of this contract by the Employee.

#### 7. Proprietary Rights.

Work Product. The Employee acknowledges and agrees that all writings, works of authorship, technology, inventions, discoveries, ideas and other work product of any nature whatsoever, that are created, prepared, produced, authored, edited, amended, conceived or reduced to practice by the Employee individually or jointly with others during the period of his/her employment by the Company and relating in any way to the business or contemplated business, research or development of the Company (regardless of when or where the Work Product is prepared or whose equipment or other resources is used in preparing the same) and all printed, physical and electronic copies, all improvements, rights and claims related to the foregoing, and other tangible embodiments thereof (collectively, "Work Product"), as well as any and all rights in and to copyrights, trade secrets, trademarks (and related goodwill), patents (inclusive of patent applications, improvements thereof, any and all continuations, divisions and renewals of and substitutes for said applications, any and all Letters Patent which may be granted on or as a result thereof in the India and any and all other countries, and any re-issue or re-issues or extension or extensions of said Letters Patent) and other intellectual property rights therein arising in any jurisdiction throughout the world and all related



rights of priority under international conventions with respect thereto, including all pending and future applications and registrations therefor, and continuations, divisions, continuations-in-part, reissues, extensions and renewals thereof (collectively, "**Intellectual Property Rights**"), shall be the sole and exclusive property of the Company. During the Course of employment, the Employee must immediately disclose any Intellectual Property to the Company upon its creation.

7.1 Work Made for Hire; Assignment. The Employee acknowledges that, by reason of being employed by the Company at the relevant times, to the extent permitted by law, all of the Work Product consisting of copyrightable subject matter is "work made for hire" and such copyrights are therefore owned by the Company. To the extent that the foregoing does not apply, the Employee hereby irrevocably assigns to the Company, for no additional consideration, the Employee's entire right, title and interest in and to all Work Product and Intellectual Property Rights therein, including the right to sue, counterclaim and recover for all past, present and future infringement, misappropriation or dilution thereof, and all rights corresponding thereto throughout the world. Nothing contained in this Agreement shall be construed to reduce or limit the Company's rights, title or interest in any Work Product or Intellectual Property Rights so as to be less in any respect than that the Company would have had in the absence of this Agreement. The Employee irrevocably and unconditionally waives any applicable Moral Rights in the Works in respect of the Company or any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns and consents accordingly to any act or omission that may otherwise infringe Employee's Moral Rights in relation to all Works (as mentioned in this Section).

7.2 Further Assurances; Power of Attorney. During and after his/her employment, the Employee agrees to reasonably cooperate with the Company to (a) apply for, obtain, perfect and transfer to the Company the Work Product as well as an Intellectual Property Right in the Work Product in any jurisdiction in the world; and (b) maintain, protect and enforce the same, including, without limitation, executing and delivering to the Company any and all applications, oaths, declarations, affidavits, waivers, assignments and other documents and instruments as shall be requested by the Company. The Employee hereby irrevocably grants the Company power of attorney to execute and deliver any such documents on the Employee's behalf in [his/her] name and to do all other lawfully permitted acts to transfer the Work Product to the Company and further the transfer, issuance, prosecution and maintenance of all Intellectual Property Rights therein, to the full extent permitted by law, if the Employee does not promptly cooperate with the Company's request (without limiting the rights the Company shall have in such circumstances by operation of law). The power of attorney is coupled with an interest and shall not be effected by the Employee's subsequent incapacity.

7.3 No License. The Employee understands that this Agreement does not, and shall not be construed to, grant the Employee any license or right of any nature with respect to any Work Product or Intellectual Property Rights or any Confidential Information, materials, software or other tools made available to him/her by the Company.





7.4 **Exit Obligations.** Upon (a) voluntary or involuntary termination of the Employee's employment or (b) the Company's request at any time during the Employee's employment, the Employee shall (i) provide or return to the Company any and all Company property, documents and materials belonging to the Company and stored in any fashion, including but not limited to those that constitute or contain any Confidential Information or Work Product, that are in the possession or control of the Employee, whether they were provided to the Employee by the Company or any of its business associates or created by the Employee in connection with his/her employment by the Company; and (ii) delete or destroy all copies of any such documents and materials not returned to the Company that remain in the Employee's possession or control, including those stored on any nonCompany devices, networks, storage locations and media in the Employee's possession or control.

7.5 For purposes of this Section 7, Company shall include any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns.

7.6 The Employee agrees that the Employee's consent under this Section 7 has been freely given, without duress from the Company or any other person.

8. **Publicity.** The Employee hereby irrevocably consents to any and all uses and displays, by the Company and its agents, representatives and licensees, of the Employee's name, voice, likeness, image, appearance and biographical information in, on or in connection with any form of media throughout the world, at any time during or after the period of his/her employment by the Company, for all legitimate commercial and business purposes of the Company ("**Permitted Uses**") without further consent from or royalty, payment or other compensation to the Employee. The Employee hereby forever waives and releases the Company and its directors, officers, employees and agents from any and all claims, actions, damages, losses, costs, expenses and liability of any kind, arising under any legal or equitable theory whatsoever at any time during or after the period of his/her employment by the Company, arising directly or indirectly from the Company's and its agents', representatives' and licensees' exercise of their rights in connection with any Permitted Uses.
9. **Governing Law.** This contract is governed by and is to be construed under the governing law specified in Schedule A.
10. **Entire Agreement.** Unless specifically provided herein, this Agreement contains all of the understandings and representations between the Employee and the Company pertaining to the subject matter hereof and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter. The parties mutually agree that the Agreement can be specifically enforced in court and can be cited as evidence in legal proceedings alleging breach of the Agreement.
11. **Modification and Waiver.** This agreement may only be amended in writing signed by both parties. A party may only waive a breach of this contract in writing signed by that party or its authorized representative. A waiver is limited to the instance referred to in the writing (or if no instance is referred to in the writing, to past breaches).



12. **Severability.** Should any provision of this Agreement be held by a court of competent jurisdiction or arbitrator to be enforceable only if modified, or if any portion of this Agreement shall be held as unenforceable and thus stricken, such holding shall not affect the validity of the remainder of this Agreement, the balance of which shall continue to be binding upon the parties with any such modification to become a part hereof and treated as though originally set forth in this Agreement.

The parties further agree that any such court or arbitrator is expressly authorized to modify any such unenforceable provision of this Agreement in lieu of severing such unenforceable provision from this Agreement in its entirety, whether by rewriting the offending provision, deleting any or all of the offending provision, adding additional language to this Agreement or by making such other modifications as it deems warranted to carry out the intent and agreement of the parties as embodied herein to the maximum extent permitted by law.

The parties expressly agree that this Agreement as so modified by the court shall be binding upon and enforceable against each of them. In any event, should one or more of the provisions of this Agreement be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof, and if such provision or provisions are not modified as provided above, this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had not been set forth herein.

13. **Captions.** Captions and headings of the sections and paragraphs of this Agreement are intended solely for convenience and no provision of this Agreement is to be construed by reference to the caption or heading of any section or paragraph.
14. **Counterparts.** This Agreement may be executed in separate counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.
15. **Notification to Subsequent Employer.** When the Employee's employment with the Company terminates, the Employee agrees to notify any subsequent employer of the restrictive covenants sections contained in this Agreement. The Employee will also deliver a copy of such notice to the Company before the Employee commences employment with any subsequent employer. In addition, the Employee authorizes the Company to provide a copy of the restrictive covenants sections of this Agreement to third parties, including but not limited to, the Employee's subsequent, anticipated or possible future employer. **Background Check.** In addition to the initial background check, Company reserves the right to conduct a background check for current employees to determine eligibility for promotion or reassignment or at the request of a client.
16. **Successors and Assigns.** This Agreement is personal to the Employee and shall not be assigned by the Employee. Any purported assignment by the Employee shall be null and void from the initial date of the purported assignment. The Company may assign this Agreement to any successor or assign (whether direct or indirect, by purchase, merger, consolidation or otherwise) to all or substantially all of the business or assets of the Company. This Agreement shall inure to the benefit of the Company and permitted successors and assigns.



17. Notice. Notices and all other communications provided for in this Agreement shall be in writing and shall be delivered as stated in Schedule A.
18. Representations of the Employee. The Employee represents and warrants to the Company that:
- 18.1 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not conflict with or result in a violation of, a breach of, or a default under any contract, agreement or understanding to which he/she is a party or is otherwise bound.
- 18.2 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not violate any non-solicitation, non-competition or other similar covenant or agreement of a prior employer.
19. Withholding. The Company shall have the right to withhold from any amount payable hereunder any Federal, state and local taxes in order for the Company to satisfy any withholding tax obligation it may have under any applicable law or regulation.
20. Survival. Upon the expiration or other termination of this Agreement, the respective rights and obligations of the parties hereto shall survive such expiration or other termination to the extent necessary to carry out the intentions of the parties under this Agreement.
21. Acknowledgment of Full Understanding. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS FULLY READ, UNDERSTANDS AND VOLUNTARILY ENTERS INTO THIS AGREEMENT. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS HAD AN OPPORTUNITY TO ASK QUESTIONS AND CONSULT WITH AN ATTORNEY OF HIS/HER CHOICE BEFORE SIGNING THIS AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Utopia India Pvt. Ltd

Employee: Syed Jamal

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name: Jay Golonka

Name: Syed Jamal

Title: CFO



**SCHEDULE A - Syed Jamal**

1	Title	Data Migration Trainee
1a.	Type of Employment	FULL TIME EMPLOYEE
2	Commencement Date	May 02, 2022
3	Effective Dates for calculation of Leave	May 02, 2022
4	Report to Person	Manager or Designee of the same
5	Hours of Work	As customary in your location or work as determined by your seniority and position but subject to variance depending on approvals from your supervisor.
6	Location of Work	The Company's offices located in Bangalore - Utopia/Prometheus Group office location or a remote location as agreed with the supervisor or Manager.
7	Governing Law	India - documents only binding arbitration with 1 arbitrator to be conducted in Bangalore, India.
8	Gross Salary per Annum	INR 6,00,000
9	Annual Leave	3 Weeks (15 Working Days)
10	Notice of Termination by Either Party	2 months of Notice - post confirmation 2 weeks of Notice - before confirmation (Probation period).
11	Contact Person	HR Manager

utopia

A PROMETHEUS GROUP COMPANY

## SCHEDULE B

### JOB DESCRIPTION

#### Data Migration Trainee

Job duties are as specifically set out hereunder or as directed from time to time by the person indicated in [Item 4] of Schedule A.



## SCHEDULE C

## LEAVE AND BENEFITS

**Insurance:**

Employee will be entitled to participate in available group medical, group personal accident and group life insurance plans. Group Parental Insurance plans are voluntary benefits and employee will be responsible for paying the premiums. These plans are subject to change.

**Annual Leave:**

- a) As annual leave accrues progressively during a year of service based on your ordinary hours of work, annual leave will accrue on a pro rata basis.
- b) Annual leave must be taken at times agreed between you and the Company.



**SCHEDULE D**  
**SALARY STRUCTURE**

<b>Total CTC in INR</b>	<b>6,00,000</b>	
<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
Basic	25,000	3,00,000
HRA	12,500	1,50,000
Conveyance	1,600	19,200
Medical	1,250	15,000
LTA	2,500	30,000
Employer's PF	3,000	36,000
Others	4,150	49,800
<b>Total CTC</b>	<b>50,000</b>	<b>6,00,000</b>
<b>Less</b>		
Employer's PF	3,000	36,000
Professional Tax	200	2,400
Employee's PF	3,000	36,000
<b>Gross*</b>	<b>43,800</b>	<b>5,25,600</b>
<i>*Subject to applicable withholding taxes</i>		



# PROMENA

## Internship Offer with PROMENA

Date: 17 June 2022

Shwetha B K  
9591431735  
shwethag008@gmail.com

Dear Shwetha B k,

I am delighted & excited to welcome you to PROMENA as an "Intern Front end developer". At PROMENA we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful internship experience with PROMENA.

Please find the following confirmation of specifics of your internship.

Position Title: Intern Front end developer

Start Date: 20 June 2022

End Date: 20 September 2022

Your appointment will be governed by the terms & conditions presented in the Annexure A.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,

HR  
Swathi S  
Promena



DAYANANDA SAGAR COLLEGE OF ARTS, SCIENCE AND COMMERCE

Department of Computer Applications - MCA

STUDENT SELF DECLARATION FORM

Date:

Name of the Student: SUNEEL PAO.V

Course: MCA

Register No.: 19CQSAC032

Mobile No.: 9902041693

Email ID: SUNILPAOV29@gmail.com

I, Suneel Pao V the undersigned would like to bring to your notice that I had been selected through campus placement drive at

Company Name: Aureole technologies private limited

Job Type: Internship / Full Time - Internship Duration: 3 months

External Guide Name: Pratish.

Date of Joining: 13/ July/2022

In view of the above opportunity, I request you to kindly allow me to attend the job/Internship. I assure you that:

- > I shall learn the subjects of the present semester through notes / content provided by the college.
- > I shall report to my class/subject teacher every Saturday to clarify any doubts.
- > I shall update college authorities about my regularity to the job.
- > I shall attend the IA tests/exams conducted by the college and seek necessary approval from my work place.
- > I shall submit my project work on time and shall not seek any leniency on submission dates.

In this regard I request you to kindly permit me to pursue the internship / job.

Suneel Pao V  
Student Signature

VEJAY PAO  
Parent Signature:

Parent Mobile No.:  
9380463394

Internal Guide Signature

External Guide Signature

HOD Signature

[Signature]





*Lilly*

Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

21/02/2022

To  
Nagaveni B (Nagaveni B)  
Nijaguna krupa, Jaylakshmi Layout  
Chitradurga577502

**Sub: Offer Letter**

Dear Nagaveni,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of Rs. 40000/- per month (**Forty Thousand only**). The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

Abhishek  
COO - ELSIPL

*Nagaveni.B*  
(NAGAVENI.B)



# TechCiti Software Consulting Private Limited.

CIN: U72900KA2018PTC117376

D-U-N-S No. : 86 14 54180

No. 22 23 24 25/101, BNR Complex, J.P. Nagar, Bengaluru, Karnataka 560078.

Landline: 080 4162 8482 Email: info@techcitisoftware.in Website: [www.techcitisoftware.in](http://www.techcitisoftware.in)

Ref.No.TSCPL/2022-2023/HRD/INT4822

Date: 26<sup>th</sup> September, 2022

## Internship Offer Letter

Dear Shivaleela T,

It's our great pleasure to inform you that you have successfully qualified the interview session conducted by our company. Hence, you have been offered for the position of **"Software Developer-Intern"** under the domain: Web Development. Your position is located in Bangalore, Karnataka.

In addition to the offer, you will not receive any kind of company employment benefits, as per our company policy, while you are working as an intern

Sincerely,



**Manager**

Human Resources Department

**TechCiti Software Consulting Private Limited.**



## Employment Agreement

This Employment Agreement (the "**Agreement**") is made and entered into as of April 08, 2022, by and between Sabyasachi Prusty (the "**Employee**") residing at AT-Ward No.1, Latabil, PO-Bhuban, Dist-Dhenkanal, Odisha - 759017 and Utopia India Pvt. Ltd, (the "**Company**") office at 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095.

NOW, THEREFORE, the parties agree as follows:

1. **Term and Nature of Employment.** Subject to any background and reference checks in progress, revealing no material impropriety or unsuitability for employment at the Company, the Employee's terms and nature of employment, including but not limited to start date of employment, position, compensation, benefits eligibility, reporting structure and place of performance, are set forth in Schedule A, and will continue until terminated in accordance with this contract and the Employee Handbook. This agreement and the employee handbook contain terms and conditions of service governing this appointment which are subject to change from time to time.
2. **Probation.** The first ninety (90) days of employment shall constitute a probationary period during which period the Employer will closely monitor the performance of the Employee. Upon successful completion of the appraisal of the potential long term employee's performance, a decision will be taken related to the continued employment of the Employee. Alternatively, the Company may at its sole discretion and only if expressly provided for in writing, extend the probation period for a further period of three months.
3. **Termination of Employment.**
  - a. The employment shall be terminated with immediate effect and no prior notice shall be given where the Employment is terminated for cause or as listed under Section 3c. Notwithstanding the above, the Company and Employee shall provide written notice as stated in Schedule A. The Company reserves the option of paying the Employee in lieu of part or all of the Employee's Notice period.
  - b. Sections 4 to 8 of this contract will survive the termination and/or resignation of the Employment with the Company.
  - c. Notwithstanding anything mentioned in this Contract, the Company may terminate the Employment with immediate effect due to cause and also if the Employee:
    - i. Commits a material breach of this Agreement or the Policies and Procedures or other documents of the Company;
    - ii. Is guilty of any misconduct (including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or misuse by the Employee of the Company's property) or willful neglect in performing the duties;
    - iii. Fails to comply with any reasonable directions of the Company;
    - iv. Is convicted of a criminal offense which, in the Company's reasonable opinion, affects the Employee's position as an employee of the Company or is convicted of a crime involving moral turpitude;

*Sabyasachi Prusty*





utopia

A PROMETHEUS GROUP COMPANY

- v. Is absent without permission or authority from the place of work;
  - vi. Acted unreasonably which reflects unfavorably on the Company or any Affiliate or;
  - vii. Conducts himself/herself in an unethical, illegal or otherwise any manner which has an adverse effect on the name or public image of the Company or its affiliates.
- d. The Company may elect to suspend the Employment in any circumstances, including where it is carrying out an investigation (regardless of whether the investigation relates to the Employee's behavior or conduct). The Company will provide the Employee with the Employee's normal pay during any period of suspension.
- e. The Employment Term and the Employee's employment hereunder may be terminated by either the Company or the Employee at any time and for any reason; provided that, unless otherwise provided herein, Employee shall be required to give the Employer advance written notice of any termination of the Employee's employment as required under Schedule A. Upon termination of the Employee's employment during the Employment Term, the Employee shall be entitled to the compensation and benefits described in Schedule A and shall have no further rights to any compensation or any other benefits from the Company or any of its affiliates.
4. Confidential Information. The Employee understands and acknowledges that during the Employment Term, he/she will have access to and learn about Confidential Information, as defined below.

4.1 Confidential Information Defined.

(a) Definition.

For purposes of this Agreement, "**Confidential Information**" includes, but is not limited to, all information not generally known to the public, in spoken, printed, electronic or any other form or medium, relating directly or indirectly to: business processes, practices, methods, policies, plans, publications, documents, research, operations, services, strategies, techniques, agreements, contracts, terms of agreements, transactions, potential transactions, negotiations, pending negotiations, know-how, trade secrets, computer programs, computer software, applications, operating systems, software design, web design, work-in-process, databases, manuals, records, articles, systems, material, sources of material, supplier information, vendor information, financial information, results, accounting information, accounting records, legal information, marketing information, advertising information, pricing information, credit information, design information, payroll information, staffing information, personnel information, employee lists, supplier lists, vendor lists, developments, reports, internal controls, security procedures, graphics, drawings, sketches, market studies, sales information, revenue, costs, formulae, notes, communications, algorithms, product plans, designs styles, models, ideas, inventions, unpublished patent applications, original works of authorship, discoveries, specifications, customer information, customer lists, client information, client lists, manufacturing information, factory lists, distributor lists, and buyer lists of the Company or its businesses or any existing or prospective customer, supplier, investor or other associated third party, or of any other person or entity that has entrusted information to the Company in confidence.

The Employee understands that the above list is not exhaustive, and that Confidential Information also includes other information that is marked or otherwise identified as confidential or

*Sabyasachi Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

proprietary, or that would otherwise appear to a reasonable person to be confidential or proprietary in the context and circumstances in which the information is known or used.

The Employee understands and agrees that Confidential Information includes information developed by him/her in the course of his/her employment by the Company as if the Company furnished the same Confidential Information to the Employee in the first instance. Confidential Information shall not include information that is generally available to and known by the public at the time of disclosure to the Employee; provided that, such disclosure is through no direct or indirect fault of the Employee or person(s) acting on the Employee's behalf.

(b) Company Creation and Use of Confidential Information.

The Employee understands and acknowledges that the Company has invested, and continues to invest, substantial time, money and specialized knowledge into developing its resources, creating a customer base, generating customer and potential customer lists, training its employees, and improving its offerings in the field of Data Products and Services. The Employee understands and acknowledges that as a result of these efforts, the Company has created, and continues to use and create Confidential Information. This Confidential Information provides the Company with a competitive advantage over others in the marketplace.

(c) Disclosure and Use Restrictions.

The Employee agrees and covenants: (i) to treat all Confidential Information as strictly confidential; (ii) not to directly or indirectly disclose, publish, communicate or make available Confidential Information, or allow it to be disclosed, published, communicated or made available, in whole or part, to any entity or person whatsoever (including other employees of the Company) not having a need to know and authority to know and use the Confidential Information in connection with the business of the Company and, in any event, not to anyone outside of the direct employ of the Company except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of the CEO acting on behalf of the Company in each instance (and then, such disclosure shall be made only within the limits and to the extent of such duties or consent); and (iii) not to access or use any Confidential Information, and not to copy any documents, records, files, media or other resources containing any Confidential Information, or remove any such documents, records, files, media or other resources from the premises or control of the Company, except as required in the performance of the Employee's authorized employment duties to the Company or with the prior consent of CEO acting on behalf of the Company in each instance (and then, such disclosure shall be made only within the limits and to the extent of such duties or consent). Nothing herein shall be construed to prevent disclosure of Confidential Information as may be required by applicable law or regulation, or pursuant to the valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation or order. The Employee shall promptly provide written notice to the Company.

The Employee understands and acknowledges that his/her obligations under this Agreement with regard to any particular Confidential Information shall commence immediately upon the Employee first having access to such Confidential Information (whether before or after he/she begins employment by the Company) and shall continue during and after his/her employment by the Company until such time as such Confidential Information has become public knowledge other than as a result of the Employee's breach of this Agreement or breach by those acting in concert with the Employee or on the Employee's behalf.

*Sabyasachi Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

5. Restrictive Covenants. The employee shall not either directly or indirectly interfere with or disrupt or attempt to disrupt the relationship (whether contractual or otherwise) between the Company and any Client, Candidate, or supplier of the Company, with whom you had dealings or performed work during your tenure with the Company. The Employee shall not, except with the written consent of the Company, be engaged as a director, partner, owner, principal, agent, representative, shareholder, financier or employee, in any business or entity that Competes (or proposes to Compete) with the business of the Company during the employment with the Company.

5.1 Non-competition. Because of the Company's legitimate business interest as described herein and the good and valuable consideration offered to the Employee, during the Employment Term and for a period of Twelve (12) months thereafter, to run consecutively, beginning on the last day of the Employee's employment with the Company, the Employee agrees and covenants not to engage in Prohibited Activity within the Data Services and Product Industry with reference to SAP systems.

5.2 "Prohibited Activity" is activity in which the Employee contributes knowledge, directly or indirectly, in whole or in part, as an employee, employer, owner, operator, manager, advisor, consultant, agent, employee, partner, director, stockholder, officer, volunteer, intern or any other similar capacity to an entity engaged in the same or similar business as the Company, including those engaged in the business of Data Migration, Master Data Governance, Enterprise Asset Management and Utopia's proprietary software or products. More specifically, the prohibited activity relates to products or services that were offered or in the initial development phase by the company during your employment. Prohibited Activity also includes activity that may require or inevitably requires disclosure of trade secrets, proprietary information or Confidential Information.

5.3 Non-solicitation of Employees. The Employee agrees and covenants not to directly or indirectly solicit, hire, recruit, attempt to hire or recruit, or induce the termination of employment of any employee of the Company during the Employment term and for a period of Twelve (12) Months, to run consecutively, beginning on the last day of the Employee's employment with the Company.

5.4 Non-solicitation of Customers. The Employee understands and acknowledges that because of the Employee's experience with and relationship to the Company, he/she will have access to and learn about much or all of the Company's customer information. "Customer Information" includes, but is not limited to, names, phone numbers, addresses, e-mail addresses, order history, order preferences, chain of command, pricing information and other information identifying facts and circumstances specific to the customer and relevant to sales/services.

The Employee understands and acknowledges that loss of this customer relationship and/or goodwill will cause significant and irreparable harm.

The Employee agrees and covenants, during the Employment term and for a period of Twelve (12) Months to run consecutively, beginning on the last day of the Employee's employment with the Company, not to directly or indirectly solicit, contact (including but not limited to e-mail, regular mail, express mail, telephone, fax, and instant message), attempt to contact or meet with the Company's current, former or prospective customers for purposes of offering or accepting goods or services similar to or competitive with those offered by the Company.

6. Remedies. Any dispute, controversy or claim arising out of or related to this Agreement or any breach of this Agreement shall be submitted to and decided by documents only binding arbitration

*Sudheshi Prusty*





A PROMETHEUS GROUP COMPANY

in in Bangalore, India by one (1) arbitrator in the English language in accordance with the rules and regulations of the (Indian) Arbitration and Conciliation Act, 1996 and shall be conducted consistent with the rules, regulations and requirements thereof as well as any requirements imposed by state law. Any arbitral award determination shall be final and binding upon the Parties. Without limiting the Company's remedies, the Company may obtain an injunction to restrain any breach (or anticipated breach) of this contract by the Employee.

#### 7. Proprietary Rights.

**Work Product.** The Employee acknowledges and agrees that all writings, works of authorship, technology, inventions, discoveries, ideas and other work product of any nature whatsoever, that are created, prepared, produced, authored, edited, amended, conceived or reduced to practice by the Employee individually or jointly with others during the period of his/her employment by the Company and relating in any way to the business or contemplated business, research or development of the Company (regardless of when or where the Work Product is prepared or whose equipment or other resources is used in preparing the same) and all printed, physical and electronic copies, all improvements, rights and claims related to the foregoing, and other tangible embodiments thereof (collectively, "**Work Product**"), as well as any and all rights in and to copyrights, trade secrets, trademarks (and related goodwill), patents (inclusive of patent applications, improvements thereof, any and all continuations, divisions and renewals of and substitutes for said applications, any and all Letters Patent which may be granted on or as a result thereof in the India and any and all other countries, and any re-issue or re-issues or extension or extensions of said Letters Patent) and other intellectual property rights therein arising in any jurisdiction throughout the world and all related rights of priority under international conventions with respect thereto, including all pending and future applications and registrations therefor, and continuations, divisions, continuations-in-part, reissues, extensions and renewals thereof (collectively, "**Intellectual Property Rights**"), shall be the sole and exclusive property of the Company. During the Course of employment, the Employee must immediately disclose any Intellectual Property to the Company upon its creation.

7.1 Work Made for Hire; Assignment. The Employee acknowledges that, by reason of being employed by the Company at the relevant times, to the extent permitted by law, all of the Work Product consisting of copyrightable subject matter is "work made for hire" and such copyrights are therefore owned by the Company. To the extent that the foregoing does not apply, the Employee hereby irrevocably assigns to the Company, for no additional consideration, the Employee's entire right, title and interest in and to all Work Product and Intellectual Property Rights therein, including the right to sue, counterclaim and recover for all past, present and future infringement, misappropriation or dilution thereof, and all rights corresponding thereto throughout the world. Nothing contained in this Agreement shall be construed to reduce or limit the Company's rights, title or interest in any Work Product or Intellectual Property Rights so as to be less in any respect than that the Company would have had in the absence of this Agreement. The Employee irrevocably and unconditionally waives any applicable Moral Rights in the Works in respect of the Company or any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns and consents accordingly to any act or omission that may otherwise infringe Employee's Moral Rights in relation to all Works (as mentioned in this Section).

7.2 Further Assurances; Power of Attorney. During and after his/her employment, the Employee agrees to reasonably cooperate with the Company to (a) apply for, obtain, perfect and transfer to the Company the Work Product as well as an Intellectual Property Right in the Work Product in any jurisdiction in the world; and (b) maintain, protect and enforce the same, including, without limitation, executing and delivering to the Company any and all applications, oaths,

*Satyajit Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PROMETHEUS GROUP COMPANY

declarations, affidavits, waivers, assignments and other documents and instruments as shall be requested by the Company. The Employee hereby irrevocably grants the Company power of attorney to execute and deliver any such documents on the Employee's behalf in [his/her] name and to do all other lawfully permitted acts to transfer the Work Product to the Company and further the transfer, issuance, prosecution and maintenance of all Intellectual Property Rights therein, to the full extent permitted by law, if the Employee does not promptly cooperate with the Company's request (without limiting the rights the Company shall have in such circumstances by operation of law). The power of attorney is coupled with an interest and shall not be effected by the Employee's subsequent incapacity.

7.3 No License. The Employee understands that this Agreement does not, and shall not be construed to, grant the Employee any license or right of any nature with respect to any Work Product or Intellectual Property Rights or any Confidential Information, materials, software or other tools made available to him/her by the Company.

7.4 Exit Obligations. Upon (a) voluntary or involuntary termination of the Employee's employment or (b) the Company's request at any time during the Employee's employment, the Employee shall (i) provide or return to the Company any and all Company property, documents and materials belonging to the Company and stored in any fashion, including but not limited to those that constitute or contain any Confidential Information or Work Product, that are in the possession or control of the Employee, whether they were provided to the Employee by the Company or any of its business associates or created by the Employee in connection with his/her employment by the Company; and (ii) delete or destroy all copies of any such documents and materials not returned to the Company that remain in the Employee's possession or control, including those stored on any non-Company devices, networks, storage locations and media in the Employee's possession or control.

7.5 For purposes of this Section 7, Company shall include any of its Affiliates, subsidiaries, successors, licensees or assignees and assigns.

7.6 The Employee agrees that the Employee's consent under this Section 7 has been freely given, without duress from the Company or any other person.

8. Publicity. The Employee hereby irrevocably consents to any and all uses and displays, by the Company and its agents, representatives and licensees, of the Employee's name, voice, likeness, image, appearance and biographical information in, on or in connection with any form of media throughout the world, at any time during or after the period of his/her employment by the Company, for all legitimate commercial and business purposes of the Company ("**Permitted Uses**") without further consent from or royalty, payment or other compensation to the Employee. The Employee hereby forever waives and releases the Company and its directors, officers, employees and agents from any and all claims, actions, damages, losses, costs, expenses and liability of any kind, arising under any legal or equitable theory whatsoever at any time during or after the period of his/her employment by the Company, arising directly or indirectly from the Company's and its agents', representatives' and licensees' exercise of their rights in connection with any Permitted Uses.

9. Governing Law. This contract is governed by and is to be construed under the governing law specified in Schedule A.

10. Entire Agreement. Unless specifically provided herein, this Agreement contains all of the understandings and representations between the Employee and the Company pertaining to the

*Subscribed Party*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100





A PRISMETHRUS GROUP COMPANY

subject matter hereof and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter. The parties mutually agree that the Agreement can be specifically enforced in court and can be cited as evidence in legal proceedings alleging breach of the Agreement.

11. Modification and Waiver. This agreement may only be amended in writing signed by both parties. A party may only waive a breach of this contract in writing signed by that party or its authorized representative. A waiver is limited to the instance referred to in the writing (or if no instance is referred to in the writing, to past breaches).

12. Severability. Should any provision of this Agreement be held by a court of competent jurisdiction or arbitrator to be enforceable only if modified, or if any portion of this Agreement shall be held as unenforceable and thus stricken, such holding shall not affect the validity of the remainder of this Agreement, the balance of which shall continue to be binding upon the parties with any such modification to become a part hereof and treated as though originally set forth in this Agreement.

The parties further agree that any such court or arbitrator is expressly authorized to modify any such unenforceable provision of this Agreement in lieu of severing such unenforceable provision from this Agreement in its entirety, whether by rewriting the offending provision, deleting any or all of the offending provision, adding additional language to this Agreement or by making such other modifications as it deems warranted to carry out the intent and agreement of the parties as embodied herein to the maximum extent permitted by law.

The parties expressly agree that this Agreement as so modified by the court shall be binding upon and enforceable against each of them. In any event, should one or more of the provisions of this Agreement be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof, and if such provision or provisions are not modified as provided above, this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had not been set forth herein.

13. Captions. Captions and headings of the sections and paragraphs of this Agreement are intended solely for convenience and no provision of this Agreement is to be construed by reference to the caption or heading of any section or paragraph.

14. Counterparts. This Agreement may be executed in separate counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

15. Notification to Subsequent Employer. When the Employee's employment with the Company terminates, the Employee agrees to notify any subsequent employer of the restrictive covenants sections contained in this Agreement. The Employee will also deliver a copy of such notice to the Company before the Employee commences employment with any subsequent employer. In addition, the Employee authorizes the Company to provide a copy of the restrictive covenants sections of this Agreement to third parties, including but not limited to, the Employee's subsequent, anticipated or possible future employer. Background Check. In addition to the initial background check, Company reserves the right to conduct a background check for current employees to determine eligibility for promotion or reassignment or at the request of a client.

16. Successors and Assigns. This Agreement is personal to the Employee and shall not be assigned by the Employee. Any purported assignment by the Employee shall be null and void from the initial

*Satyajit Prusty*

Utopia India Pvt. Ltd. | 17th 'H' Main, 1 'A' cross, 6th Block, Grape Garden, Koramangala, Bangalore 560095

[www.utopiainc.com](http://www.utopiainc.com) | 080 4083 0100



A PROMETHEUS GROUP COMPANY

date of the purported assignment. The Company may assign this Agreement to any successor or assign (whether direct or indirect, by purchase, merger, consolidation or otherwise) to all or substantially all of the business or assets of the Company. This Agreement shall inure to the benefit of the Company and permitted successors and assigns.

17. Notice. Notices and all other communications provided for in this Agreement shall be in writing and shall be delivered as stated in Schedule A.

18. Representations of the Employee. The Employee represents and warrants to the Company that:

18.1 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not conflict with or result in a violation of, a breach of, or a default under any contract, agreement or understanding to which he/she is a party or is otherwise bound.

18.2 The Employee's acceptance of employment with the Company and the performance of his/her duties hereunder will not violate any non-solicitation, non-competition or other similar covenant or agreement of a prior employer.

19. Withholding. The Company shall have the right to withhold from any amount payable hereunder any Federal, state and local taxes in order for the Company to satisfy any withholding tax obligation it may have under any applicable law or regulation.

20. Survival. Upon the expiration or other termination of this Agreement, the respective rights and obligations of the parties hereto shall survive such expiration or other termination to the extent necessary to carry out the intentions of the parties under this Agreement.

21. Acknowledgment of Full Understanding. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS FULLY READ, UNDERSTANDS AND VOLUNTARILY ENTERS INTO THIS AGREEMENT. THE EMPLOYEE ACKNOWLEDGES AND AGREES THAT HE/SHE HAS HAD AN OPPORTUNITY TO ASK QUESTIONS AND CONSULT WITH AN ATTORNEY OF HIS/HER CHOICE BEFORE SIGNING THIS AGREEMENT.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Utopia India Pvt. Ltd

Employee: Sabyasachi Prusty

DocuSigned by:  
Signature Jay Golonka  
7116332AF5FA430

Signature Sabyasachi Prusty

Name: Jay Golonka

Name: Sabyasachi Prusty

Title: CFO





### SCHEDULE A – Sabyasachi Prusty

1	Title	Data Migration Trainee
1a.	Type of Employment	FULL TIME EMPLOYEE
2	Commencement Date	May 02, 2022
3	Effective Dates for calculation of Leave	May 02, 2022
4	Report to Person	Manager or Designee of the same
5	Hours of Work	As customary in your location or work as determined by your seniority and position but subject to variance depending on approvals from your supervisor.
6	Location of Work	The Company's offices located in Bangalore – Utopia/Prometheus Group office location or a remote location as agreed with the supervisor or Manager.
7	Governing Law	India – documents only binding arbitration with 1 arbitrator to be conducted in Bangalore, India.
8	Gross Salary per Annum	INR 6,00,000
9	Annual Leave	3 Weeks (15 Working Days)
10	Notice of Termination by Either Party	2 months of Notice - post confirmation 2 weeks of Notice - before confirmation (Probation period).
11	Contact Person	HR Manager

*Sabyasachi Prusty*



**SCHEDULE B**

**JOB DESCRIPTION**

**Data Migration Trainee**

Job duties are as specifically set out hereunder or as directed from time to time by the person indicated in [Item 4] of Schedule A.

*Sabyasachi Prusty*





## SCHEDULE C

### LEAVE AND BENEFITS

#### **Insurance:**

Employee will be entitled to participate in available group medical, group personal accident and group life insurance plans. Group Parental Insurance plans are voluntary benefits and employee will be responsible for paying the premiums. These plans are subject to change.

#### **Annual Leave:**

- a) As annual leave accrues progressively during a year of service based on your ordinary hours of work, annual leave will accrue on a pro rata basis.
- b) Annual leave must be taken at times agreed between you and the Company.

*Sabyasachi Prusty*



A PROMETHEUS GROUP COMPANY

## SCHEDULE D

## SALARY STRUCTURE

Total CTC in INR	6,00,000	
Particulars	Per Month	Per Annum
Basic	25,000	3,00,000
HRA	12,500	1,50,000
Conveyance	1,600	19,200
Medical	1,250	15,000
LTA	2,500	30,000
Employer's PF	3,000	36,000
Others	4,150	49,800
<b>Total CTC</b>	<b>50,000</b>	<b>6,00,000</b>
<b>Less</b>		
Employer's PF	3,000	36,000
Professional Tax	200	2,400
Employee's PF	3,000	36,000
<b>Gross*</b>	<b>43,800</b>	<b>5,25,600</b>

*\*Subject to applicable withholding taxes*

*Sabyasachi Prusty*



May 24, 2022

Sanjay K

Dear Sanjay:

On behalf of Cerner Healthcare Solutions India Private Limited ("Cerner"), I am pleased to offer you the position of Software Engineer I at Manyata H-2 in Bangalore. We believe your skills, aptitude, and interests are consistent with the outstanding opportunities for growth in this group.

#### COMPENSATION

We are offering an Annual Guaranteed Cash of Rs. 7,05,500.

Cerner will deduct taxes at source as required by law. You will be responsible for your tax liabilities under applicable tax laws and regulations. Your CTC opportunity is Rs. 8,00,085 per annum. You will enjoy benefits and perquisites as detailed in the attachment. Cerner reserves the right to vary, amend and modify any item of the salary package without adversely affecting the total compensation. Compensation is regarded as confidential information and should not be disclosed to other employees. Your position at Cerner is a professional position that requires a significant level of responsibility, discretion and independent judgment. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure good results.

#### ASSOCIATE BENEFITS

Cerner offers a comprehensive program of benefits to address your physical, financial and emotional health. At Cerner, we believe the foundation for a successful career starts with a variety of options that meet your needs while supporting a healthy lifestyle.

A standard component of our benefits package is Personal Time Off. You will be entitled to 27 days of Personal Time Off each year to be used for vacation, illnesses and other personal reasons and 10 standard business holidays. Please access the [benefits brochure](#) for additional details.

#### EMPLOYMENT AGREEMENT

Cerner will spend a significant amount of time and money in training you as Cerner has established significant momentum in the development of client relationships, professional staff, systems development methodology, and proprietary software solutions. We regard these areas as the most important assets owned by Cerner. It is our intent to guard these assets closely. Therefore, every associate of Cerner is required to execute an Employment Agreement. This Agreement includes the terms of your employment relationship with Cerner, including without limitation, a covenant not to disclose confidential client and internal information, a covenant not to compete against Cerner during the term of the Agreement, a covenant not to solicit our associates, and establishes that, during the term of your employment, the benefits of your endeavors accrue to Cerner. A sample copy of this Employment Agreement has been made available for your review.

#### OFFER OF EMPLOYMENT

The purpose of this Invitation of Employment is to put in writing the specifics of our offer of employment to commence work with Cerner by September 14, 2022. This Invitation of Employment is contingent upon receipt of a satisfactory outcome of a background check and proceeds on the basis that information you provided is accurate.

Please acknowledge and electronically accept this Invitation of Employment by May 31, 2022, after which date, this offer will expire. If you need more time to consider your options, simply let us know, and we can decide upon a mutually acceptable date within which you could confirm your acceptance of this Invitation of Employment. Please note that you will be

required to submit an original, signed hard copy of this Invitation of Employment to the HR Service Center on the date of joining. We look forward to hearing from you.

Sincerely,



Dilip Kantharaj  
Talent Acquisition Partner I

#### ACCEPTANCE

By signing this Invitation of Employment and reviewing the sample Employment Agreement and benefits brochure, you agree to and accept the terms and conditions of employment with Cerner. Please electronically acknowledge, print, sign and return all pages of this Invitation of Employment in person or by uploading a scanned copy to your Cerner Careers account. You will receive an official copy of the Employment Agreement with your new hire paperwork, which must be signed on or before your first day with Cerner.

Signature: \_\_\_\_\_  
Sanjay K

Today's Date: \_\_\_\_\_





Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

18/02/2022

To  
Shriprada Adhwaryu  
Plot No 7 behind city high school, vijay nagar  
Hubli580032

**Sub: Offer Letter**

Dear Shriprada,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of **Rs. 40000/-** per month (**Forty Thousand only**). The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

**Abhishek**  
**COO - ELSIPL**

Shriprada Adhwaryu



**PROMENA**

## Internship Completion Certificate

This is to certify that **MS. T G Harshita**, from Dayanand sagar institution, Bangalore, has carried out an internship as an "**Intern React J S developer at Promena LLP**" from 20th June 2022 to 30th September 2022 under the guidance of Ashwin Kumar.

We appreciate your valuable contribution and wish you all the success in your future endeavors

PROMENA LLP



Ashwin Kumar Manager -IT



**Office:** #273, 2<sup>nd</sup> floor, Jios Plaza, Outer Ring Road, Banashankari 3<sup>rd</sup> Stage, Bangalore - 085



+91 94494 63679 / 97404 32166



Contact@Promena.in



www.Promena.in



**PROMENA**

## Internship Completion Certificate

This is to certify that **MS. Sweta**, from Dayanand sagar institution, Bangalore, has carried out an internship as an "Intern Angular developer at Promena LLP" from 20th June 2022 to 30th September 2022 under the guidance of Ashwin Kumar.

We appreciate your valuable contribution and wish you all the success in your future endeavors

PROMENA LLP



Ashwin Kumar Manager -IT



Office: #273, 2<sup>nd</sup> floor, Jios Plaza, Outer Ring Road, Banashankari 3<sup>rd</sup> Stage, Bangalore - 085



+91 94494 63679 / 97404 32166



Contact@Promena.in



www.Promena.in

## Offer of Appointment

6th-October-2022

Dear Dileepa N V,

This has reference to your application for Employment in our Company and subsequent interview you had with us.

We are pleased to offer you the position of **Dot net Developer** in our Company subject to following terms and conditions.

1. Your Compensation shall be **Rs 1,80,000/-** (One lakh Eighty thousand per annum) inclusive of all benefits fixed and Performance Bonus on the basis of a total cost to the company.
2. You shall report for duty on 6th October, 2022 at our Registered Office, 273, 2<sup>nd</sup> floor, Jois Plaza, Outer ring road, Kathriguppe, Banashankari 3<sup>rd</sup> stage, Bangalore – 560085.
3. You shall be on Probation for a period of Six Months from the date of joining for Duty. The duration of probation can be extended subject to your performance which is at the discretion of the Management. Your services shall be confirmed in writing to that effect, in the appropriate cadre/position upon satisfactory completion of probation, failing which you will be deemed to be on probation.
4. Your services are liable to be transferred to any Department/Group/ Section Line, as well as any Office/Establishment/Division/Branch of the Company, in India, as well as its sister concerns within the group, on temporary or permanent basis depending upon the Company's priorities of work, at the sole discretion of the Company.
5. This appointment can be terminated by giving 3 month notice either side during the period of Probation 15days ' notice on either side on confirmation of your services.
6. You shall enter into a non-disclosure agreement subsequent to your joining the Company.
7. At the time of joining, you shall submit following original documents along with a photocopy (Original documents shall be returned after verification):
  - Education Documents - 10<sup>th</sup> & 12<sup>th</sup>/PUC Mark card and certificate
  - Degree & Master Degree Certificate - Semester wise mark sheets & Degree Certificates
  - Previous Company/s Experience and Relieving letter/s
  - Latest salary certificate & 3 months' pay slip
  - 2 passport size color photographs
  - Pan card and Passport copy
  - Permanent & Present Address proof



8. As part of the recruitment process, we shall conduct antecedent verification upon your joining.
9. Detailed appointment letter will be issued on your joining us.

Please Confirm that the above terms and conditions are acceptable to you by signing a copy of this letter.

Wishing you all the best and welcoming you to **PROMENA LLP**.

Yours truly

For **PROMENA LLP**.



**Ashwin Kumar**  
**Managing Head**

I agree and accept the employment on the terms and conditions mentioned in the above. I shall be reporting for duty on 06/10/2022

Name: Dileepa N.V.

Signature:

A handwritten signature in black ink, appearing to read 'Dileepa N.V.', written over a horizontal line.

Date: 06/10/2022

**Name: Dileepa N V**

**Grade: Dot Net Developer**



# Incense Global Solutions

Date: 08-07-2022

Bindu Shree R

Dayanand Sagar College of Arts, Commerce and Science

Bangalore 560078

**Re: Internship Offer**

**Dear Bindu Shree R,**

On behalf of Incense Global Solutions, I am pleased to extend to you this offer as an **Intern**. Our goal is for you to learn more about Business and have real time IT experience.

As we discussed, your internship is expected to begin from 11 July 2022 for the duration of 3 months, five days per week. However, at the sole discretion of the Company, the duration of the internship may be extended or shortened with or without advance notice.

As an intern, you will not be a Company employee. Therefore, you will not receive a salary, wages, or other compensation. In addition, you will not be eligible for any benefits that the Company offers its employees, including, but not limited to, health benefits, holiday pay, vacation pay, sick leave, retirement benefits, or participation in the Company's plan. You understand that participation in the internship program is not an offer of employment, and successful completion of the internship does not entitle you to employment with the Company.

During your internship, you may have access to confidential and proprietary information belonging to the Company. You agree that you will keep all of this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of the internship, you will immediately return to the Company all of its property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that you will follow all of the Company's policies that apply to non-employee interns, including, for example, the Company's anti-harassment policy.

I hope that your internship with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to. If you have any questions, please contact do not hesitate to contact me.

Very truly yours,

Harshitha S  
HR Manager



Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

21/02/2022

To  
Nagaveni B (Nagaveni B)  
Nijaguna krupa, Jaylakshmi Layout  
Chitradurga 577502

**Sub: Offer Letter**

Dear Nagaveni,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of **Rs. 40000/- per month (Forty Thousand only)**. The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

Abhishek  
COO - ELSIPL

Nagaveni.B  
(NAGAVENI.B)



Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

18/02/2022

To  
Bhavana Ramu (Bhavana R)  
Anjanapura Lalbhadrur shastry nagar  
Bangalore 560062

**Sub: Offer Letter**

Dear Bhavana,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of **Rs. 40000/- per month (Forty Thousand only)**. The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer Intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [dhaki\\_sucharita@network.lilly.com](mailto:dhaki_sucharita@network.lilly.com)

Yours Sincerely,

**Abhishek**  
COO - ELSIPL





CGI Information Systems and Management Consultants Pvt. Ltd.  
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,  
Electronic City, Phase I (West)  
Bangalore – 560 100, India  
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential  
June 28, 2022

Mr.Srinivas Keerthi P S  
#17/1 BSK 3rd stage  
BENGALURU 560085

Dear Srinivas,

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Intern** and your **Stipend is INR 21500/- per month.**

You are requested to report at our **Bangalore** office on **June 29, 2022**. Your internship will be effective on your joining date. If you do not confirm your acceptance, this offer will be withdrawn.

We understand you are full time student and this is a part of your course requirement and it is a temporary assignment till **September 29, 2022**.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. The above mentioned date of joining will be confirmed only on receipt of your acceptance to the above email-Id.
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-B
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above mentioned email-Id for any queries regarding your employment offer

The terms and conditions governing your employment are as under:

- Your initial posting of internship will be in **Bangalore**. However, your services are transferable anywhere in India as also anywhere abroad within the CGI group of companies. In case your services are transferred to any of our group companies, you are required to abide by the rules and regulations pertaining to that company. You will carry out your duties as per the instructions of your superiors from time to time
- Your stipend is strictly between yourself and the Company. This information and any changes made therein should be treated as personal and confidential and should not be shared with anyone

- **Code of conduct:** You will abide by the applicable rules and regulations in force from time to time and will also be required to sign and abide by the **Code of ethics** and conduct as elucidated by the company. Any breach of the guidelines or the terms and conditions of assignment may result in termination of your internship without notice or compensation
  - a) You will not carry on any business or enter for any part of your time in any capacity in the services of other person or persons and company or companies. You will devote your whole time and attention to your duties to promote the interests of CGI and you will not utilize or divulge to any person or persons any of our trade secrets or confidential information
  - b) In the course of your assignment with CGI, you shall not, without the previous written consent of CGI and which consent CGI may in its absolute discretion and without assigning any reason therefore withhold and/or refuse to accord directly and/or indirectly solicit and/or engage in the collection and donations for any trust or other organizations and/or institutions for charitable work and/or any other purposes and person/s and/or bodies corporate/institutions with whom you come into contact and/or have dealings with in the course of assignment with CGI
  - c) During your assignment with CGI and perpetually thereafter, you will not transmit, disclose or otherwise use confidential information related to CGI, to any unauthorized person, except as may be required in the course of discharging your duties in connection, with CGI's business. Confidential information includes, but is not restricted to CGI's client names, the nature of our projects and all other technical and client related information. This information is not to be divulged to ANYBODY, including family, friends, and especially others in the same or similar competing businesses. Information pertaining to CGI operations and intellectual property is confidential and you will sign a Confidentiality and Non-Disclosure Agreement.
  - d) For the purpose of representing and improving the company's brand image and being able to interact with senior level decision makers in the industry in a satisfactory manner, you are required to follow the following norms:
    - i. Maintain complete confidentiality and high level of integrity in all your actions performed on behalf of the company
    - ii. Practice high level of professionalism in business etiquettes, selection of attire, choice of language in conversation and documents, meeting commitments and in overall conduct
    - iii. Besides, you shall help in maintaining congenial, disciplined, participative and supportive work environment to encourage team spirit and high performance standards
  - e) All software developed by you and/or by the team of which you are a part, shall belong exclusively to the company. The company has the exclusive right over the intellectual property. You shall sign all relevant documents in this regard, as required, to assign and/or secure rights in favor of the company
  - f) You will be responsible for the safekeeping and return in good condition all the company property, which will be in your use, custody or charge



- **Communication:** Please approach your immediate supervisor for any queries pertaining to project or organization related concerns, suggestions which you may have from time to time. In addition, the HR team is always available to discuss any of your needs or suggestions
- **Shift:** You shall have no objection to work on shift / staggered duty in case business warrants that. Please note that it is management's prerogative to decide which member will work on shift and management's decision in this regard will be final. Your project will also decide the shift allowance that will be payable and will be based on project requirement. This will be governed by the existing Shift Allowance Policy
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy
- **Unauthorized absence from work:** Your unauthorized absence from work for a continuous period of more than three days without leave or obtaining your manager's approval will be treated as desertion of your internship.
- **Termination of internship:** The internship can be terminated by fifteen days' notice on either side. If you decide to leave without giving due notice and completing handing over formalities, you will not be eligible to get any certificate of assignment immediately or in the future from CGI.
- **Non-Competition:** During the term of your assignment with CGI, you shall not directly or indirectly compete with CGI in any manner whatsoever
- You will keep us informed of any change in your residential address/contact details
- It is your responsibility to notify the Company of any changes in your personal information within three working days. It shall also be your responsibility to notify the Company of any legal action or suit, whether in the nature of civil or criminal initiated against you. Failure to notify will result in breach of the appointment terms. All notices shall be considered duly and properly delivered to the address on file with the Company
- Upon completion or termination of your internship, you are required to return all assets and property of the Company including but not limited to documents, machines, data, files, books etc.
- We provide support to global customers from various locations in India & abroad to suit customers' differing time needs including 24x7 bases. You may be asked to operate from any of the CGI locations and in any of the shifts, including night shift, at the sole discretion of management, as may be required by the Company keeping in mind business needs and deliverable requirements to customers. Your work schedule will be provided to you by your Manager / Supervisor upon your joining. Your weekly off days may not be on weekends
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you

Mr.Srinivas Keerthi P S

- There is no agreement or obligation on our part to provide you employment after the satisfactory completion of your internship. Should the company decide to offer you employment after the completion of your internship, such offer is subject to then prevailing company's policies and also subject to you executing the employment agreement.
- Education credential proofs, if any, submitted by you will be subject to background verification as per CGI standards. Unsuccessful clearance of background verification will lead to termination of internship.

Any and all of the terms and conditions of internship may be modified or changed at the Company's discretion. Breach of any one of the conditions will render you liable to termination of your internship without notice.

This letter supersedes all oral or written communication exchanged between you and CGI; prior to the date of this letter and commitments, if any, made during the selection process. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in on all the pages & in the space specified below and return the signed copy to CGI on your boarding day.

Any tax liability or statutory deductions arising out of the stipend shall be borne by you.

I look forward to your acceptance of this offer and to welcoming you to our team. I am confident that the internship with CGI will provide you valuable experience.

Yours sincerely  
For CGI Information Systems and  
Management Consultants Pvt. Ltd.,



**Sarika Pradhan**  
Vice President Corporate Services

I have read the terms and conditions of employment/assignment and also the contents of the employment agreement and in token of my acceptance I duly acknowledge the receipt of the letter of assignment.

Please sign below to confirm that you agree with the terms and conditions stated in this letter.

\_\_\_\_\_  
Signature & Date



## Annexure-A

We request you to bring all the originals, on your date of reporting to CGI for verification.

*Please note that the below documents are mandatory for CGI's personnel records and will be subjected to background verification. Non submission of these documents will impact your profile and records needed to manage your career effectively within CGI and may also have serious impact on project and client requirements, hence your cooperation in this is crucial*

#	Documents
1	Acceptance copy of CGI's appointment letter signed by you on all pages
2	Internship Letter issued by the College / University
3	Passport (all pages – wherever the entries are made)
4	Income-Tax Permanent Account Number Card (PAN Card)
5	Passport size photograph – 05 nos.
6	10 <sup>th</sup> class mark sheet & certificate
7	12 <sup>th</sup> class mark sheet & certificate
8	Bachelor degree mark sheets (all semesters)
9	Bachelor degree certificate / convocation certificate, if applicable
10	Master degree mark sheets (all semester), if applicable
11	Any other certificates
12	Aadhaar / Voters ID / Driving License / Rental agreement /Bank passbook (address page only)
13	Blood group and RH type report



22 23 24 25/10 I, B R Complex, J.P. Nagar, Bengaluru, Karnataka 560078  
**Landline:** 080 4162 8482 **Email:** info@techciti.com **Website:** www.techciti.com

Ref.No. **SCPL/20-2-2023/HRD/INT4.214**

Date: **November, 2022**

TO WHOMSOEVER IT MAY CONCERN



I would like to inform you that Ms. **Shwetha** have successfully completed her project with our company, she has been working on the project title: "**Deep Learning Classification and Prediction of Lung Cancer**" under the domain Machine Learning from 30-03-2022 to 30-09-2022. **External Guide**



We have found her to be a self-starter who is motivated, duty-bound and hardworking. She has worked sincerely on her assignments and her performance is at par excellence.

We wish her all the best for her future endeavor.

Sincerely,



**Manager**  
Human Resources Department  
**Tech Citi Software Consulting Private Limited**

## PROJECT COMPLETION CERTIFICATE

Respected Sir/Madam,

This is to certify that Ms. SHWETA BIRADAR student of Dayananda Sagar College of Arts Science and Commerce, bearing USN : 19CQSAC028, has successfully completed her project work titled " **Optimizing Information Leakage in Multicloud Storage Services** ", as a part of her course

The duration of the project has been made as Dated Jun 23<sup>rd</sup> to Aug 27<sup>th</sup> 2022.

She has completed the assigned project well within the time frame. She is sincere, hardworking and her conduct during the project is commendable.

We wish her all the best in her future endeavors.

Regards

From GLOVISH TECHNOLOGIES LLP

  
LOHITH G  
(Team Lead)





Eli Lilly Services India Private Limited  
1st Floor, Building Primrose (7B) – Wing B  
Embassy Tech Village, Outer Ring Road  
Deverabisanahalli, Varthur Hobli, Bengaluru – 560 – 103  
Telephone : 080 – 4664 0999  
[www.lilly.com](http://www.lilly.com)

CIN : U72200KA2015FTC082300

18/02/2022

To  
Bhavana Ramu (Bhavana R)  
Anjanapura talbhadur shastry nagar  
Bangalore560062

**Sub: Offer Letter**

Dear Bhavana,

**Congratulations!**

We are pleased to offer you the summer internship, with stipend of Rs. 40000/- per month (**Forty Thousand only**). The details of assigned project would be shared with you at the time of joining. The accommodation and the local transportation for the office based training would not be reimbursed, however; travel and accommodation expense for any field work/ travel as required by the assignment shall be reimbursed as per the company policy.

Your internship period will be from **Jul 18th 2022 to Jan 18th 2023** in the **LCCI-Data & Analytics** function. Your specific assignment details will be communicated to you at the time of Joining.

Please note that your engagement as Summer intern with us, in no ways constitutes an employment relationship, nor any assurance thereof, and entitles you to no benefits (such as accommodation, etc.) other than those specifically mentioned above.

We look forward to your being with us for the Summer Project. Please confirm your acceptance by sending the signed duplicate copy of this letter to [chaki\\_sucharita@network.lilly.com](mailto:chaki_sucharita@network.lilly.com)

Yours Sincerely,

**Abhishek**  
COO - ELSIPL





# PROMENA

## Internship Offer with PROMENA

Date: 17 June 2022

Swetha A  
shwetakale567@gmail.com  
Dear Swetha A,

I am delighted & excited to welcome you to PROMENA as an "Intern Front end developer". At PROMENA we believe that our team is our biggest strength and we take pride in hiring ONLY the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful internship experience with PROMENA.

Please find the following confirmation of specifics of your internship.

Position Title: Intern Front end developer

Start Date: 20 June 2022

End Date: 20 September 2022

Your appointment will be governed by the terms & conditions presented in the Annexure A.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,

HR  
Swathi S





# PROMENA

## Internship Offer with PROMENA

Date: 20 June 2022

T G Harshitha  
8762002898  
harshitagnaik1999@gmail.com

Dear T G Harshitha

I am delighted & excited to welcome you to PROMENA as an **Intern Front end developer** at PROMENA we believe that our team is our biggest strength and we take pride in hiring **ONLY** the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful internship experience with PROMENA.

Please find the following confirmation of specifics of your internship:

Position Title: **Intern Front end developer**

Start Date: **20 June 2022**

End Date: **20 September 2022**

Your appointment will be governed by the terms & conditions presented in the **Annexure A**.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Thanking you,



HR,  
Swathi S  
Promena LLP

*Swathi S*



16th Main Rd, 4th T Block,  
Pattabhirama Nagar, Jayanagar,  
Karnataka, Bangalore-560041

Dear Shaziya,

We take immense pleasure in inviting you to be an integral part of Aspiron Khuze Technologies Pvt Ltd.

Congratulations! On being appointed as **Accountant** at Aspiron Khuze Technologies Pvt Ltd. We are including here with your letter of appointment, which may kindly be sent to us with your signature as a token of acceptance.

Please note that the offer of appointment is subject to satisfactory completion of your reference check.

Your joining date would be **07-06-2022**.

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopy of

- X Standard and 12<sup>th</sup> Standard certificate (along with original for verification).
- Your degree or provisional degree certificate and all semester mark sheets along with self-attested photocopies (along with original for verification).
- Relieving Letter from your current employer.
- Bank Statement / Pay slips for the past 3 months of the Salary Account.
- Photographs (3No.)
- Copy of PANCARD.
- Signed acknowledgement of the copy of this offer letter.

We look forward to you bring in a long and fruitful relationship with Aspiron Khuze

Technologies PvtLtd.

Yours Sincerely



Director

Mohishin Akram



## **TERMS AND CONDITIONS**

### **1. Duties**

You shall use your best energies and abilities on a full-time basis to perform duties assigned to you from time to time. You also shall comply with all rules, regulations and procedures of the Company. During your reemployment shall not directly or indirectly approach any corporate opportunities or otherwise engage in any misconduct which ultimately has an adverse impact to the Company. Also, you are instructed not to divulge any confidential information of, or violate any agreement with, your prior employers or their clients.

### **2. Compensation and Benefits**

#### **Salary**

You will be paid a yearly salary of 96,000 INR (Nineteen Six Thousand Only) and a monthly Gross salary of 8,000 INR (Eight Thousand Rupees) on the commencement of your employment. The break up is furnished in Annexure 1. Salary will be inclusive of all benefits and allowances. Salary will be paid by 7<sup>th</sup> of the month for the work done in the previous month. The company will review your salary on an annual basis. Any change in salary will be at the complete discretion of the Company and shall be notified in writing.

There will be no overtime paid for working long hours during weekdays or working on weekends. However, if work is done overnight, off in lieu will be provided based.

### **3. Annual leave and Medical Leave:**

You will be eligible for 2 months sick leave. The Company must approve the annual leave. The annual leave beyond eligibility has to be approved by the Company.

### **4. Employee Referral Policy:**

The company encourages you to be part of its growth by providing it with references of professionals who may be interested and willing to join the company. The reference is counted only for the persons who have not earlier applied to the Company directly for a job.

### **5. Termination of employment: Termination by Employer:**

Except in cases of termination by the company due to your willful misconduct or non-performance, the company will provide you with 15 Days advance notice of termination from employment of the company.

### **Resignation by employee:**

You are expected to serve the company form in period of 1(One) year you decide to terminate the contract before 1 year, you must provide 1(One)month advance notice. The notice period cannot be used to offset against any applicable leaves.

Only upon the company accepting your resignation shall the company relieve you In addition, you also need to ensure that there is proper hand over and your immediate supervisor has agreed to the release date. You will be released only on the agreed release date from the current assignment.

### **6. Confidentiality**

As part of your employment, you will acquire or develop confidential and proprietary information concerning the company and its dealings and method of dealings with its customers (and their clients or its end users) and employees and you also will develop relationships of special trust and confidence with the company's customers (and their clients or end users) and employees (Collectively," Confidential Matter"). You agree that such Confidential Matter is for the company's exclusive benefit and that, both during your employment and at all times there after,you will not directly or indirectly use or disclose any Confidential Matter except for the sole benefit and with the consent of the Company. Upon the conclusion of your employment, you will promptly return all documents and information (including computer generated or stored matters) concerning the company or its customers and employees.

### **7. Non-competition.**

During the employment with the Company and 12 months following the termination of the employment with the Company, you shall not directly or indirectly solicit the business or provide any services to the client, the client affiliates or client's client/it's affiliates (where you were assigned) as an extension to this contract or any other business without the company's written permission.

### **8. Commencement of Employment**

You shall report for work at our office on **07-06-2022** and your work location is going to beat Synerge workspace II, Jayanagar, Bangalore. In case you fail to join the company by the scheduled date, you would be breaching the contract with the company in which case you agree to pay a penalty equal to 1 (one) months Gross salary to the Company.

## SALARY BREAKUP

<b>Gross Salary per Month</b>			
<b>Components in Salary</b>	<b>Percentage</b>	<b>Per Month</b>	<b>Per Annum</b>
<b>Basic Salary</b>		<b>8,000 /-</b>	<b>96,000 /-</b>
<b>HRA</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Conveyance Allowance</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Allowance</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PF Contribution by Employee</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ESI Contribution by Employee</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Professional Tax (PT)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Deductions (PF+ESI+PT)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Salary (Gross – Total deductions)</b>			
<b>CTC Calculation</b>			
<b>Employer PF Contribution</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Employer ESI Contribution</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CTC=Gross Salary+(Employer PF+ESI)</b>			
		<b>8,000 /-</b>	<b>96,000 /-</b>

## **ACKNOWLEDGEMENT**

I Mr /Ms\_\_\_\_\_here by acknowledge and approve the above appointment letter and the terms and conditions of AK Technologies.

I thus confirm that all the details furnished by me are correct and true to the best of my knowledge.

Yours sincerely

Employee Name(\_\_\_\_\_)

Date:-





**16th Main Rd, 4th T Block,  
Pattabhirama Nagar, Jayanagar,  
Karnataka, Bangalore-560041**

**Dear Shaziya,**

We take immense pleasure in inviting you to be an integral part of Aspiron Khuze Technologies Pvt Ltd.

Congratulations! On being appointed as **Accountant** at Aspiron Khuze Technologies Pvt Ltd. We are including here with your letter of appointment, which may kindly be sent to us with your signature as a token of acceptance.

Please note that the offer of appointment is subject to satisfactory completion of your reference check.

Your joining date would be **07-06-2022**.

As a part of the joining process, you are requested to bring the following documents on the day of joining.

Photocopy of

- X Standard and 12<sup>th</sup> Standard certificate (along with original for verification).
- Your degree or provisional degree certificate and all semester mark sheets along with self-attested photocopies (along with original for verification).
- Relieving Letter from your current employer.
- Bank Statement / Pay slips for the past 3 months of the Salary Account.
- Photographs (3No.)
- Copy of PANCARD.
- Signed acknowledgement of the copy of this offer letter.

We look forward to you bring in a long and fruitful relationship with Aspiron Khuze

Technologies PvtLtd.

Yours Sincerely



**Director**

**Mohishin Akram**

## **TERMS AND CONDITIONS**

### **1. Duties**

You shall use your best energies and abilities on a full-time basis to perform duties assigned to you from time to time. You also shall comply with all rules, regulations and procedures of the Company. During your reemployment shall not directly or indirectly approach any corporate opportunities or otherwise engage in any misconduct which ultimately has an adverse impact to the Company. Also, you are instructed not to divulge any confidential information of, or violate any agreement with, your prior employers or their clients.

### **2. Compensation and Benefits**

#### **Salary**

You will be paid a yearly salary of 96,000 INR (Nineteen Six Thousand Only) and a monthly Gross salary of 8,000 INR (Eight Thousand Rupees) on the commencement of your employment. The break up is furnished in Annexure 1. Salary will be inclusive of all benefits and allowances. Salary will be paid by 7<sup>th</sup> of the month for the work done in the previous month. The company will review your salary on an annual basis. Any change in salary will be at the complete discretion of the Company and shall be notified in writing.

There will be no overtime paid for working long hours during weekdays or working on weekends. However, if work is done overnight, off in lieu will be provided based.

### **3. Annual leave and Medical Leave:**

You will be eligible for 2 months sick leave. The Company must approve the annual leave. The annual leave beyond eligibility has to be approved by the Company.

### **4. Employee Referral Policy:**

The company encourages you to be part of its growth by providing it with references of professionals who may be interested and willing to join the company. The reference is counted only for the persons who have not earlier applied to the Company directly for a job.

### **5. Termination of employment: Termination by Employer:**

Except in cases of termination by the company due to your willful misconduct or non-performance, the company will provide you with 15 Days advance notice of termination from employment of the company.

### **Resignation by employee:**

You are expected to serve the company form in period of 1(One) year you decide to terminate the contract before 1 year, you must provide 1(One)month advance notice. The notice period cannot be used to offset against any applicable leaves.

Only upon the company accepting your resignation shall the company relieve you In addition, you also need to ensure that there is proper hand over and your immediate supervisor has agreed to the release date. You will be released only on the agreed release date from the current assignment.

### **6. Confidentiality**

As part of your employment, you will acquire or develop confidential and proprietary information concerning the company and its dealings and method of dealings with its customers (and their clients or its end users) and employees and you also will develop relationships of special trust and confidence with the company's customers (and their clients or end users) and employees (Collectively," Confidential Matter"). You agree that such Confidential Matter is for the company's exclusive benefit and that, both during your employment and at all times there after,you will not directly or indirectly use or disclose any Confidential Matter except for the sole benefit and with the consent of the Company. Upon the conclusion of your employment, you will promptly return all documents and information (including computer generated or stored matters) concerning the company or its customers and employees.

### **7. Non-competition.**

During the employment with the Company and 12 months following the termination of the employment with the Company, you shall not directly or indirectly solicit the business or provide any services to the client, the client affiliates or client's client/it's affiliates (where you were assigned) as an extension to this contract or any other business without the company's written permission.

### **8. Commencement of Employment**

You shall report for work at our office on **07-06-2022** and your work location is going to beat Synerge workspace II, Jayanagar, Bangalore. In case you fail to join the company by the scheduled date, you would be breaching the contract with the company in which case you agree to pay a penalty equal to 1 (one) months Gross salary to the Company.

## SALARY BREAKUP

<b>Gross Salary per Month</b>			
<b>Components in Salary</b>	<b>Percentage</b>	<b>Per Month</b>	<b>Per Annum</b>
<b>Basic Salary</b>		<b>8,000 /-</b>	<b>96,000 /-</b>
<b>HRA</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Conveyance Allowance</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Allowance</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PF Contribution by Employee</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ESI Contribution by Employee</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Professional Tax (PT)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Deductions (PF+ESI+PT)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Salary (Gross – Total deductions)</b>			
<b>CTC Calculation</b>			
<b>Employer PF Contribution</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Employer ESI Contribution</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CTC=Gross Salary+(Employer PF+ESI)</b>			
		<b>8,000 /-</b>	<b>96,000 /-</b>



## **ACKNOWLEDGEMENT**

I Mr /Ms\_\_\_\_\_here by acknowledge and approve the above appointment letter and the terms and conditions of AK Technologies.

I thus confirm that all the details furnished by me are correct and true to the best of my knowledge.

Yours sincerely

Employee Name(\_\_\_\_\_)

Date:-



# ADREZ ADVISORS PVT. LTD.

Date: 5<sup>th</sup> May 2022

To,  
**Shresta G**  
Bangalore

Dear Shresta,

**Subject: Offer Letter**

Congratulations! Following our discussions, we are pleased to make you an offer as below -

1. **Position:** Market Executive, Residential
2. **Date of Joining:** Your appointment is with effect from the tentative date of joining i.e. 1<sup>st</sup> September – 1<sup>st</sup> October 2022
3. **Salary and Other compensation:** You will be entitled for an annual Cost to Company of INR 3,84,000 (Indian Rupees Three Lakh Eighty-Four Thousand Only).

#72, 3rd Floor, 27th MAIN , 3rd CROSS, SECTOR 1 - HSR 560102		
<b>Salary Break up : In INR</b>		
<b>Particulars</b>	<b>Per Month</b>	<b>Per annum</b>
Basic Salary	7,200	86,400
House Rent Allowance	2,880	34,560
Conveyance	3,500	42,000
Other Allowance	3,000	36,000
Special Allowance	1,420	17,040
<b>Gross Salary</b>	<b>18,000</b>	<b>2,16,000</b>
Less : Professional Tax	200	200
<b>Net Salary</b>	<b>17,800</b>	<b>2,15,800</b>
Medical Benefits ( Post Confirmation)		10,000
Telephone		6,000
Accident Allowance		2,000
Gratuity		50,000
Discretionary Performance Bonus ( Basis Performance)		1,00,000
<b>Total Annual CTC</b>		<b>3,84,000</b>

\*\*Salary components are as per Gov of India guidelines, any change in policy will change the components.

#72, 3rd Floor, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

[www.addressadvisors.com](http://www.addressadvisors.com)



## ADREZ ADVISORS PVT. LTD.

4. **Location:** You will be based in Bangalore, Karnataka
5. **Probation Period:** You will be on probation for a period of six months from the date of the joining. However, the probation period may be shortened / continued basis your performance.
6. **Other Terms and Condition:**
  - In case you remain absent or overstay sanctioned leave for a continuous period of 8 days (without approval) during probation period, you will be deemed to have voluntarily abandoned your services and your name would be deleted from the company rolls with no claims to re-instatement and / or any compensation.
  - During your services with the organization, you will not engage yourself in any other trade, business or profession even on part time basis without the prior written permission of the management.

A formal contract with the terms of service will be signed post your joining. The industry is filled with exciting challenges, and we look forward to the opportunity of working with you as we establish an international standard of professional real estate services.

Warm Regards

Authorized Signatory  
Director  
Adrez Advisors Pvt. Ltd.

Signed and accepted \_\_\_\_\_

Date \_\_\_\_\_

#72, 3rd Floor, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

[www.addressadvisors.com](http://www.addressadvisors.com)



# ADREZ ADVISORS PVT. LTD.

## ANNEXURE-A

Sub: Joining Formalities

As part of our joining formalities, you are requested to submit the following documents preferably on the day of joining:

1. Signed copy of your letter of offer.
2. Copies of all qualification certificates and mark sheets (semester wise/Consolidated) from S.S.C onwards.
3. Highest Qualification Provisional Certificate and Degree Certificate front side and back side.
4. Copies of experience letters/ Service Certificates from current and previous Employers.
5. For Photo Identity, kindly furnish any one of the following documents: -
  - i. Copy of your passport.
  - ii. Copy of valid Indian Driving License.
  - iii. Copy of voter ID Card.
  - iv. Copy of Ration Card
  - v. Copy of Aadhar Card.
6. PAN Card and Aadhar Card
7. Copy of 2 Last month's pay slip.
8. Copy of Relieving letter from your last employer.
9. Copy of your resume.
10. Copy of offer Letter from your last employer.
11. Passport size photographs.
12. Copy of Vaccination Certificate.
13. RT-PCR test\*\*(Do be done before 24hrs of joining)

**\*\*MANDATORY**

#72, 3rd Floor, 27th MAIN, 3rd CROSS, SECTOR 1 - HSR 560102

[www.addressadvisors.com](http://www.addressadvisors.com)



Date: April 28, 2022

**Ms.Swathi Sree**

**PROJECT INTERNSHIP LETTER ( Strictly Personal and Confidential )**

**Dear Swathi Sree ,**

We are pleased to inform you that you would be deployed as a **Project Intern** at William O'Neil India Pvt Limited. The duration of the project would be from **4<sup>th</sup> May 2022 to 3<sup>rd</sup> August 2022.**

You will be paid a stipend of **INR 10000/-** per month during the project internship

Please sign the letter as a token for your acceptance and confirm the receipt of the letter and you will report for project work on May 4, 2022.

We take this opportunity to welcome you into the William O'Neil India family and look forward to a mutually beneficial relationship.

**For William O'Neil India Pvt Ltd.,**



**Akhila A**

**Manager – Human Resources**

---

**ACCEPTANCE OF PROJECT INTERNSHIP LETTER**

I accept this offer of project internship with the terms and conditions specified above and will report to project work on \_\_\_\_\_

Signature \_\_\_\_\_

( )



July 4, 2022

## **TO WHOMSOEVER IT MAY CONCERN**

This is to inform that Syed Abdul Arfath studying in 6<sup>th</sup> Semester, B.Com 'D' (USN - 19CQC41245 ) in Dayananda Sagar College of Arts, Science and Commerce is interning at Startupshive Pvt Ltd as a "Sales Intern" for a period of 4 months starting from May 30<sup>th</sup>, 2022. He has been reporting to office ever since, Monday to Friday at 2 pm.

He has taken 2 leaves till date in lieu of his internals on the following days –

1. 27 June, 2022 (Monday)
2. 28 June, 2022 (Tuesday)

In case of any further concerns, feel free to reach the Head of Sales, Mr Rishabh Deo.

Rishabh Deo

Mobile - 8884545673

Email – rishabh@startupshive.net



## Letter of Intent (LOI)

**Superset ID: 2605018**

**March 21, 2022**

**Dear SYEDA RABBIYA BUSHRA,**

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be **INR 252,000/-**. This includes an annual incentive target of **INR 12,000/-**. This amount may vary depending on individual and Cognizant's performance. The detailed information on compensation and benefits will be provided in your Offer Letter.

This LOI expresses only our intent to enter into a definitive Employment Agreement, subject to completion of all hiring formalities and procedures. This document does not confer any rights or obligations upon you and Cognizant, and as such does not constitute any contractually binding relationship between you and Cognizant.

This LOI from Cognizant is valid for 1 week from the date of the LOI. Hence, you are requested to accept or decline the LOI within 1 week from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered for purposes of joining Cognizant. For all onboarding formalities, the definitive Employment Agreement is required.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link.

Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).

<https://campus2cognizant.cognizant.com/Pages/Prelogin>

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

**Maya Sreekumar**

**Vice President - Human Resources**

Address : 4th Cross, Neeladri Nagar, Electronic City Bangalore, Karnataka

62, Bengal Ambuja, City Center, Durgapur, West Bengal,

Mobile no. : +91- 8506000091 , +91- 7827862947

STARTUPSHIVE

14 June, 2022

Taqeer Hasmi,

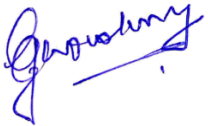
Subject – Internship at STARTUPSHIVE – CONGRATULATIONS!!

We are pleased to inform you that you have been shortlisted for a position of “Sales Intern” at STARTUPSHIVE, Bangalore. Your current profile will be starting from June 15, 2022 at 2 pm and you will be required to report to the office for the same. You will be required to report to Mr. Rishabh Deo, Sales Manager, for orientation and the work thereon.

The said internship will be compulsorily for a period of 4 months with a stipend of 5000/- per month. Upon non-completion of the term or termination of internship at an early date, no certification of work will be provided by the Company.

You will be additionally provided with Rs 1,500/- per month as your travel and mobile recharge allowance. There is a provision of incentives which will entirely depend on your performance.

Welcome Onboard! We look forward to working with you!



Gourav Choudhury

(Founder and CEO)



OL No: SKLR22-905

Attach / Paste  
Your Photo HereDear **Varun K**,

We congratulate you for being selected as Business Development Intern at **SKLR EDTECH PVT LTD** “At will basis” which can be extended. Please find the following confirmation of your Training :

Title : **Business Development Intern**  
Training Date : **10 July 2022 to 19 July 2022 (Unpaid)**  
OJT Start Date : **20 July 2022**  
OJT End Date : **19 November 2022**

**COMPENSATION:** *(Subject to statutory deductions)*

Stipend : INR **15000** Per Month + INR **12000** as incentives  
Target : **220000** INR per month.

Please indicate your acceptance, by signing in the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to offer@skolar.in within **2 working days from the receipt of this mail. The offer shall stand** automatically withdrawn without further action on the part of **SKOLAR if we do not receive your acceptance as per the mentioned timeline.**

**Working Hours** : 9 Hours a day *(Inc. Lunch Break)*.**Job Type** : Full Time Training.**Location** : Bangalore.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Skolar, and will report on or before **10 July 2022.**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

## sklr edtech private limited

### Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.
- During the training period you will not receive any of the employee benefits that regular employees receive.
- During the training period, the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , you will have to serve a notice period of 1 month (as per the T&C mentioned by HR's) or have to pay a compensation equal to 1 month stipend.
- You will be receiving your full and final compensation post resigning from the company after 45 days only after completion of all the exit formalities (T&C applicable as per the discussion during exit).
- The first 10 days of your training period will be unpaid as you will be undergoing various skill development activities.
- The original documents you provided will be returned back after completion of background verification..
- Anytime you wish to take back the original documents due to any reasons between your training period, you are required to submit a valid replacement document which is approved by HR.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will observe all policies and practices governing the conduct of our business and employees.
- Official communication either within the company or outside the company should be through the company Email of your manager only.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>• 10th standard or equivalent examination</li><li>• 12th standard or equivalent examination</li><li>• Graduation</li><li>• Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications
2.	COLOR SCANNED COPY OF YOUR : <ul style="list-style-type: none"><li>• Signed Offer Letter with passport size photograph attached to it.</li></ul>
3.	Aadhar Card, PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: <ul style="list-style-type: none"><li>• Bank PassBook First Page</li><li>• Bank Name, Your Name as per Bank records, Account Number, IFSC Code</li></ul>
5	Any of the below mentioned Original Marksheet must be submitted for employment verification. <ul style="list-style-type: none"><li>• 10th Standard Original Marksheet</li><li>• 12th Standard Original Marksheet</li><li>• Degree Consolidated Marksheet</li><li>• Diploma Consolidated Marksheet</li></ul>
6.	<b>Mandatory RT-PCR Report which should be taken 48 hours before reporting date OR 2nd Dose/Fully Vaccinated Certificate.</b>

## Snap2Insight India Private Limited

3rd Floor, Urban Vault 1608,  
Opp BMTC Bus Depot  
7th Cross, Sector-1, HSR Layout,  
Bangalore, Karnataka, 560102



**Vishal Sateesh**

16 May 2022

#491,12th cross 12th Main,  
Padmanabhanagar, Bangalore 560070

**Dear Vishal,**

We are pleased to offer you an opportunity to intern with **Snap2Insight India Private Limited**, a private limited company incorporated under the Companies Act, 2013 ("Snap2Insight" or the "Company") having its registered office at NR Towers, 19<sup>th</sup> Main, 17<sup>th</sup> Cross, Sector 4, HSR Layout, Bangalore – 560102, pursuant to the terms and conditions set out in this Offer Letter and Internship Agreement ("**Agreement**").

Please note that the terms of internship detailed in this document are strictly confidential. These contents should not be disclosed to third parties without the prior written approval of the Company.

### **Terms and Conditions**

#### **1. Position, Location and Term of Internship**

You will be employed by the Company as a **Analyst - Intern** and will be working out of **Bangalore office** of the Company during the term of this internship. Duration of this internship will be eleven (11) weeks starting **May 17, 2022** (the "Start Date") and ending on **July 29, 2022** (the "End Date").

During the term of this internship, you will be governed by the rules, regulations and other Company policies (together the "Company Policy") of Snap2Insight as applicable, enforced, amended or altered from time to time during the course of your internship. You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable from time to time.

#### **2. Stipend and Benefits**

You will be paid a fixed monthly **stipend of Indian Rupees Twenty Thousand (INR 20,000.00)**, which will be paid at the end of every month of your internship subject to applicable tax deductions and prorated for days worked in the month.

#### **3. Nature of Internship**

This is a whole-time internship with the Company and you shall devote yourself exclusively to the business of the company during the term of this internship. You will be eligible for a total of **4 days of paid leave** during the term of internship.

#### **4. Rules and Regulations**

Your work in the organization will be subject to the rules and regulations and such other practices, systems, procedures and policies, framed, amended, modified or omitted by the Company from time to time in relation to conduct, discipline and other matters.



## **5. Information and Communications Technology**

You must comply with the Company's policies on use of email, the internet and computers. Unauthorized use or tampering with Company computers, systems, or data will be regarded as serious misconduct and may lead to your summary dismissal. For the purposes of business (including and not limited to quality control, monitoring of policy compliance and unauthorized use and checking messages during periods of absence), communications made by or to employees may be monitored or recorded. This applies in particular to computer, email and internet use.

## **6. Adherence to Company Policy**

You agree to conform to and comply with the Company's policies and such directions and orders as may from time to time be given by the Company.

## **7. Termination and Notification**

Either party may terminate this appointment by giving two weeks of notice in writing or, in the case of Company, payment of two weeks stipend in lieu of two weeks of notice. Snap2Insight may immediately terminate your services without any compensation or notice thereof, if you are in material breach of your responsibilities / confidentiality agreements.

## **8. Confidentiality**

In the course of your assignment with us, and by virtue of the position held by you, you may acquire information, technical or otherwise, including any computer software, which is confidential or proprietary to the Company or its subsidiaries or affiliates, its customers, subcontractors or any other individuals or companies having any kind of association or relationship with the Company, and/or its affiliates or subsidiaries (together "Confidential Information"). You shall keep and maintain strict confidentiality of such Confidential Information and data that may come to your possession or knowledge by virtue of this engagement, use such information only as may be required in the normal course of your work and shall not disclose or divulge any such information or data, without prior written consent of an authorized officer of the Company.

You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential Information, for your own benefit or for the benefit of any third party, either during the term of your internship or thereafter. Upon expiry or termination of your internship with the Company, you will return and surrender to the Company, all such Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases that came to you or were entrusted to you in the course of your internship and shall not retain any copy thereof in any form whatsoever. You may be required to execute such other or further agreements as the Company or its affiliates or customers may require in this regard, from time to time

You shall not disclose to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to the Company or its parent, subsidiaries or affiliates, except with prior approval.

## 9. Intellectual Property

You acknowledge and agree that any copyrightable works prepared by you within the scope of your internship are “works for hire” under the Copyright Act in India and under international copyright laws and that the Company will be considered the sole owner of such copyrightable works, and you shall not have any right, title or interest in the same. You agree that all Inventions and Intellectual property and other rights related thereto (including intellectual property rights) that (i) are developed using equipment, supplies, facilities or trade secrets of the Company, (ii) result from work performed by you for the Company, or (iii) relate to the Company’s business or current or anticipated research and development, will be the sole and exclusive property of the Company and are hereby irrevocably assigned by you to the Company immediately upon their formation in perpetuity.


You hereby assign to the Company the entire copyright and all performance rights and all other rights in and to the works performed by you during the term of your internship with the Company for the full period of copyright including all renewals, revivals, reversions and extensions existing under the laws in force in any part of the world to hold the same to the Company, its successors, assignees and licensees absolutely for the full period that such rights are capable of subsisting throughout the world.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association between you and Snap2Insight. We trust our relationship will be guided by a quest for excellence in all facets of our interactions as well as based on a foundation of mutual respect and sincerity in all dealings. Welcome aboard!

Kindly return a full copy of this Agreement duly counter signed by you in acceptance of the terms and conditions set out therein.

Sincere regards,

RENISH  
PYNADATH  
H



Digitally signed  
by RENISH  
PYNADATH  
Date: 2022.05.23  
15:54:44 +05'30'

Renish Pynadath  
Co-Founder, Director  
Snap2Insight India Private Limited

I hereby accept and agree to this Agreement. I promise to abide by the policies and regulations of the Company.

Name: \_\_\_\_\_

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



**Dated 01-Jun-22**

**To**  
**B U Yashas**  
**Bangalore**

**Subject: Letter of Intent (LOI)**

Dear Yashas,

On behalf of the company, we are pleased to offer you the LOI. You will be absorbed into the business as an employee after the successful completion of the Motilal Oswal Ltd Corporate Driven Induction (CDI-1) for 1 month and Internship (CDI-2) Program for 3 months. As an employee you will be offered a CTC of INR 3, 00,000/-. The variable components after the completion of the program will be based on your performance and the details shall be discussed with your immediate manager post completion of the CDI program.

The CDI will be divided in 2 parts CDI-1 (Induction) and CDI-2 (Internship).

In CDI-1, we shall take you through the academia to corporate journey, familiarize you with the company policies, rules, regulations etc. and help you integrate into your role and corporate DNA.

Following CDI-1, you shall be inducted into CDI-2, where you shall be assigned a real-time role under supervision. We wish to inform you that in addition to the duties that were outlined to you during your interview process, you shall be required to perform such other activities as are customarily associated with such a position and as may be required from time to time.

Further during CDI-1 which is likely to begin on **01-Jun-22** and continues till **30-June-22** you shall not be given any compensation however during CDI-2 which is likely to begin on **01-July-22** and continues till **30-Sep-22**, you shall be compensated with a stipend of Rs.5000/- (Rupees Five Thousand only) per month. As an intern, you shall not be eligible for any other benefits and / or allowances as are applicable to the full-time employees of the company.

We wish to iterate as already stated during the interview session, that this LOI is conditional upon and subject to following terms and conditions.

- Successful completion of your study program (if any present during the commencement of CDI-1 & CDI-2).
- Your overall performance during CDI-2, which shall also include necessary soft skills, behaviour, attitude and more importantly your ability to be a team player in the Company.
- Maintenance of highest standards of ethics and integrity.



**Motilal Oswal Financial Services Limited**  
CIN : L67190MH2005PLC153397  
Regd. Office: Motilal Oswal Tower,  
Rahimtullah Sayani Road, Opp. Parel ST Depot,  
Prabhadevi, Mumbai – 400025.  
Board: +91-22-71934200 / 71934263  
Fax: +91 2250362365

We further clarify that the location for the internship and final employment will be decided by the Company, strictly in accordance with the requirement of the company and at its discretion. Details of the location for the internship and final employment shall be intimated to you a minimum of two (2) weeks before you join the company.

Company reserves the right to modify this LOI at any time, at its sole discretion. In addition to the terms and conditions mentioned in the LOI, you will be required to adhere to other relevant policies and procedures of the Company.

Kindly communicate acceptance of this LOI by submitting a duplicate copy of the same with your signature (along with the date) in the space provided below; within 7 working days from the date of receipt thereof.

We expect that you will devote your efforts to the Company faithfully and to the best of your ability.

Sincerely,

For Motilal Oswal Financial Services Limited  
**Sudhir Dhar**  
Executive Director – HR & Admin

Acceptance and Agreed  
  
DATE: 7-06-2022





## INTERNSHIP OFFER LETTER

01-06-2022

Dear Yukta Manjunath,

Congratulations!

It's our pleasure to offer you an internship with the VIRALFISSION. You are required to join on 1st June 2022 . The duration of this internship is three months.

The mentor overseeing your work will be Mr.Reetish Mohan (Creative Director at VIRALFISSION). The details of your work shall be given to you upon joining.

You shall be paid a stipend of INR 10000 /- (Ten thousand) per month during this tenure. You will be working remotely for the company during your internship and whenever your presence is required in person you shall be available. Incase of travel done for the company, you can claim the reimbursement. There is no provision for any other expenses from the company's side. We wish you all the best.

Thanks & Regards,  
VIRALFISSION

14<sup>th</sup> March 2019

Sub: Offer of employment by Pin Click

Dear Abdul Razzaq Shariff,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
Employee Details	<b>Name</b>	Abdul Razzaq Shariff	
	<b>Designation</b>	Property Advisor	
	<b>Department</b>	Sales	
	<b>Date of Joining</b>	1 <sup>st</sup> July 2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
<b>A</b>	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
<b>B</b>	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
<b>C</b>	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
<b>D</b>	<b>Allowance(3-4 Meeting Per day)</b>	<b>6000</b>	<b>72,000</b>
<b>E</b>	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>



<b>Allowance*</b>	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable during and post probation).
<b>Note:</b> * Performance Enhanced Incentives Is Target Based. * The Offer/ Salary Is Subjective To Completion Of Training *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR. * Post probation period you will be entitled to fixed salary of 4,22,000 INR per annum, along with your incentives based on your performance.  <b>*TOTAL EXPECTED CTC - 6, 02, 000 INR Per Annum</b> (i.e.: 4, 22, 000 Fixed amount + 1, 80, 000 variable amount) *Post Probation.	
1) Gross Pay is prior to tax being deducted at Source from the salary and Employee contribution towards PF, ESIC as applicable. 2) Professional Tax to be deducted from the monthly Gross salary as applicable	

**Letter of Interest**To **AKSHATHA MANJUNATH**

1600026006

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further stages of selection and hope to see you at Infosys BPM.

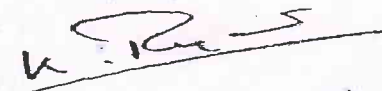
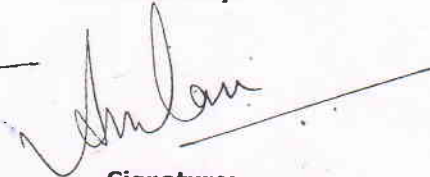
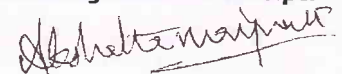
For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:

**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225

**Name:** AKSHATHA MANJUNATH  
**Date:** 21 MARCH 2019  
**Location:** BANGALORE

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310

Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411





1st Floor, SJR Cyber, 22, Laskar Hosur Road,  
Adugodi, Bangalore, Karnataka, India - 560030  
<https://razorpay.com> | [contact@razorpay.com](mailto:contact@razorpay.com)

## AGREEMENT

This Agreement ("Agreement") is made on **28th June 2019**

BY AND BETWEEN

**Razorpay Software Private Limited**, a company duly incorporated under the Companies Act, 1956, having its registered office at No. 22, 1 Floor, SJR Cyber, Laskar-Hosur Road, Adugodi, Bangalore- 560030 (hereinafter referred to as the "Company" and which expression shall unless it be repugnant to the context or meaning thereof be deemed to mean and include its successors and permitted assigns) of the First Part;

AND

Akshay Kumar G, S/o Ganesh Bhat, aged about 22 years, having his temporary / permanent address at Dhatthathreya, arilikate, 6thmain, 6thcross, Banashankari, 3rdstage, Bangalore - 85 (hereinafter referred to as "Professional") of the SECOND PART.

The Company and the Professional shall be collectively referred to as the Parties and individually referred to as the Party in this Agreement.

WHEREAS

- A. The Company is inter-alia engaged in the business of providing payment solutions.
- B. The Company is desirous of engaging the Professional for various services ("**Services**") more fully described in SoW attached herewith as Annexure A. The Parties hereto wish to record the said terms and conditions in writing.

## NOW THIS AGREEMENT WITNESSETH

### 1. ENGAGEMENT

The Company hereby engages the Professional for the purpose of providing the Company with the Services as set out in this Agreement. The Professional acknowledges and agrees that he/she shall render the services in a manner consistent with instructions received from, or requirements established by the Company and in accordance with all applicable laws and regulations.

### 2. CONSIDERATION AND PAYMENT TERMS

- a) As an aggregate consideration for the Services provided by the Professional under this Agreement, the Company shall pay the Professional, a consideration of **Rs. 20,000** per month as a consulting fees ("Fees"), which is inclusive /exclusive of applicable service tax. All payments by the Company to the Professional shall be subject to deduction of withholding taxes & other statutory levies, as may be applicable. The payments will be made only after satisfactory performance of Services by the Professional.
- b) The Professional shall not be entitled to any other payments unless authorised in writing by Company. The Professional shall not be eligible for any other benefits which the Company offers to its employees.





1st Floor, SJR Cyber, 22, Laskar Hosur Road.  
Adugodi, Bangalore, Karnataka, India - 560030  
<https://razorpay.com> | [contact@razorpay.com](mailto:contact@razorpay.com)

### 3. TERM AND TERMINATION

- a) This Agreement shall become effective upon the date of execution of this Agreement and shall remain in effect for a period of **6 months**. Thereafter, this Agreement may be renewed at the sole discretion of the Company. Unless renewed by the Company, this Agreement shall stand automatically terminated at the end of the aforesaid period.
- b) It shall be open to either Party to terminate by serving one month prior notice to the other Party.
- c) The termination of the Agreement shall not discharge or relieve either Party from fulfilling its obligation arising out of this Agreement, till the date of such termination.
- d) In the event that this Agreement is terminated for any reasons, the Professional shall forthwith hand over to the Company, the possession of all documents, material and any other property belonging to the Company that may be in the possession of the Professional or any of its employees, agents or individuals assigned to perform the services under this Agreement.

### 4. OWNERSHIP OF MATERIALS

Promptly upon the expiration or termination of this Agreement, and earlier, if requested by the Company, the Professional shall deliver to the Company (and will not keep in its possession or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, materials, equipment, other documents or property, or reproductions of any aforementioned items developed by the Professional as part of or in connection with the services or otherwise belonging to the Company.

### 5. CONFIDENTIAL INFORMATION

The Professional agrees, during the term and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm, or corporation without the prior written authorization of the Company, any Confidential Information of the Company.

### 6. REPRESENTATION AND WARRANTIES

The Professional hereby represents and warrants as follows:

- a) He has the experience and ability to render the Services as required by this Agreement.
- b) The Professional represents to the Company that he/she has reasonable skill, competence, experience, expertise, and qualification for providing the Services to the Company and he/she shall at all times perform to the best of their ability and with due care, skill and diligence.
- c) The Professional warrants that there are no actions, suits or proceedings, pending or threatened, which will have a material adverse effect on the Professional's ability to fulfill its obligations under this Agreement.

### 7. RELATIONSHIP BETWEEN THE PARTIES

The Professional shall perform the Services hereunder as an independent Professional and not as an agent or any other relationship. In the performance of the Services hereunder, Professional shall comply with all applicable laws and regulation.

### 8. INTELLECTUAL PROPERTY RIGHTS

- a) The Professional agrees that all contents/ such other things provided/developed by the Professional under this Agreement shall belong exclusively to the Company and no rights thereto shall accrue in any



1st Floor, SJR Cyber, 22, Laskar Hosur Road,  
Adugodi, Bangalore, Karnataka, India - 560030  
<https://razorpay.com> | [contact@razorpay.com](mailto:contact@razorpay.com)

- b) manner to the Professional. In addition, the Company shall be the sole owner of trademarks, brand names, copyrights, trade secrets and other intellectual property rights ("IPR") related to such contents/ such other things provided/developed by the Professional under this Agreement.
- c) Under no circumstances will the Professional be entitled to claim the IPR (or any right of any kind) for any product, process, methodology, patent or other right of any nature whatsoever, by virtue of having worked on or being associated with any of them at the Company.
- d) The Professional shall indemnify the Company for all damages, losses, claims, liabilities, or expenses as a result of any violation of the above provisions.

**9. NO CONFLICT OF INTEREST**

During the subsistence of this Agreement, the Professional shall not render similar services to any other party directly or indirectly competing with the business of the Company in any manner whatsoever. The Professional shall also refrain from carrying out any activity which conflicts with his obligations to the Company under this Agreement.

**10. INDEMNIFICATION**

The Professional shall indemnify the Company against any claim, liability, damages, losses, costs, charges, expenses, proceeding and action of any nature whatsoever made or instituted against or caused to or suffered by the Company for reasons of infringement of any third party intellectual property rights or breach of any terms of this Agreement.

**11. AMENDMENTS**

No amendment, change, or modification of this Agreement shall be valid unless in writing and signed by both Parties.

**12. ASSIGNMENT**

The Company may assign this Agreement freely, in whole or in part. The Professional shall not, without the prior written consent of the Company, assign, subcontract, or delegate its obligations under this Agreement.

**13. NOTICE**

Any notice or other communication provided for herein or given hereunder to a Party hereto shall be in writing and shall be given in person, by overnight courier, or by mail (registered or certified mail, postage prepaid, return-receipt requested) to the addresses given above.

**14. GOVERNING LAW, DISPUTE RESOLUTION AND JURISDICTION**

- a) This Agreement shall be governed by and construed in accordance with the laws of India.
- b) Any dispute, controversy or difference arising out of or in relation to or in connection with this Agreement or for the breach thereof shall be amicably and promptly solved by the Parties through mutual consultation. Should such amicable solution not have been reached within a reasonable time, such dispute, controversy or difference or breach shall be settled by arbitration in Bangalore, India, pursuant to the Arbitration and Conciliation Act, 1996 in English language by a sole arbitrator to be appointed by the Company. The award rendered shall be final and binding upon the Parties.
- c) Subject to the above clause, the courts in Bangalore shall have exclusive jurisdiction with respect to this Agreement.





1st Floor, SJR Cyber, 22, Laskar Hosur Road,  
Adugodi, Bangalore, Karnataka, India - 560030  
<https://razorpay.com> | [contact@razorpay.com](mailto:contact@razorpay.com)

IN WITNESS WHEREOF the Parties hereto have hereunto set and subscribed their respective hands to these presents the day and the first hereinabove.

<p>DocuSigned by: <i>Surekha GN</i> 89690A5DC3F44A4...</p>	<p>DocuSigned by: <i>Akshay Kumar G</i> F650DE2F2F2544A</p>
<p>By(For): Ms. Anuradha Bharat Head, People Operations For Razorpay Software Private Limited</p>	<p>By Mr Akshay Kumar G For Junior Analyst, Support</p>

**ANNEXURE A  
STATEMENT OF WORK ("SoW")**

Resolve customer tickets over Freshdesk, In-bound calls, live chat, social media monitoring and out-bound calls when required

- Quick turnaround time to answer customer queries and update tickets
- Identify and assess customers' needs to achieve customer satisfaction
- Follow communication procedures and guidelines
- Go the extra mile to engage customers and keep them happy
- Collect feedback and collaborate with engineers and designers to bring in impactful solutions
- Maintain customer records by tracking and updating information
- Maintain SLAs [Service Level Agreements for Ticket Response & Resolution] >90% and C-Sat [Customer Satisfaction surveys for every interaction] >80%
- Maintain schedule adherence

3/23/2019

Dayananda Sagar College of Engineering Mail - Fw: Amazon: Campus Placements 2019

18



PAYAL DSI PLACEMENT <placement1@dayanandasaga>

### Fw: Amazon: Campus Placements 2019

UG

Jain, Pooja <jainpooj@amazon.com>  
To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>  
Cc: Guruvenkatesh <dsi\_placement@yahoo.com>

Tue, Mar 12, 2019 at

Hi Payal,

Please find below the list of selects for SSPA profile in Amazon:

First Name	Last Name	Phone No	Email ID	Course
BBA Nikali 16CQ26050	Aye	9611174891	ayenekaly@gmail.com	BBA
Sudheesh 166J26049	Sreetharan	7366073421	sshreetharan@gmail.com	BBA
B.com Amith 16CQ24105	Pawar	9902016883	amithpawar52@gmail.com	B.com
Shalini 166J26048	Rout	9108760530	shalini.rout750@gmail.com	BBA
Ankit CMS16BB0006	Varma	8210398322	ankitvarma604@gmail.com	BBA

Thanks!

Pooja Jain

Recruiter | Talent Acquisition | India

JAINPOOJ@AMAZON.COM M +91 9903877211



Have feedback on our recruiting process? Write to [recruiting-feedback@amazon.com](mailto:recruiting-feedback@amazon.com)



PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

## Fwd: Campus Placement Drive Job Description.

Sunil Daniel <sunil.daniel@extramarks.in>

Sat, May 18, 2019 at 2:29 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Rajat Mishra <rajat.mishra@extramarks.in>, Pushpinder Kaur Sidhu <pushpinder.kaur@extramarks.in>, sayed.abdulla@extramarks.in, Harshit Bhandula <harshit.bhandula@extramarks.in>

Hello Madam,

Per your email, we have agreed to have the BBA / BCom Students inducted on the 24<sup>th</sup> of June 2019 and the MBA / MCom Students on the 22<sup>nd</sup> of July 2019. Please find below the details for your reference. Kindly let the selected candidates know accordingly and we are in full faith that all selected students will join us on their respective dates of joining.

Sl. No.	Name of Selected Candidate	Stream	Contact Number	Email ID	Date of Joining
1	Kattam Reddy Sai Chandu Reddy 160026033	BBA	7337676995	kattamchandu@gmail.com	24th June 2019
4	J. Gowthami Bai 1600241057	B.Com	8147079346	igowthamisingh@gmail.com	24th June 2019
5	Pratiksha Kulkarni	BBA	7022598275	pratikshakulkarni85@yahoo.in	24th June 2019
7	Zubiya Suman 160041216	B.Com	9742363398	zubiya18@gmail.com	24th June 2019
06/9	✓ Sanjay S.V. 160041171	B.Com	7349468500	sanjaysrujen@gmail.com	24th June 2019
06/14	✓ Aditya Patil 160041129	B.Com	6360561268	2adityapatil1997@gmail.com	24th June 2019
06/15	✓ Devanshu Sharma 160041036	B.Com	7091728338	devanshusharma59@gmail.com	24th June 2019
06/16	✓ Jatin K. Chandra 160041061	B.Com	8050305130	jatinkchandra2520@gmail.com	24th June 2019
06/17	✓ Nameera Rabbani 160041110	B.Com	7892077323	nameera.r@gmail.com	24th June 2019
06/18	✓ Pooja K. 160041134	B.Com	9008025086	poojakantharaj1128@gmail.com	24th June 2019
06/19	✓ Varsha A.M. 160026087	BBA	8147564155	varshamirajkar252@gmail.com	24th June 2019
20	Syeda Zoha Muskan 165741012	B.Com	7349485580	zohamuskan25@gmail.com	24th June 2019



11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear DEVANSHU,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
Employee Details	Name	DEVANSHU SHARMA	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	Allowance(3-4 Meeting Per day)	6000	72,000
E	Performance Enhanced Incentives	15,000*	1,80,000*
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
<b>Allowance*</b>	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<b>Note:</b> * Performance Enhanced Incentives Is Target Based. * The Offer/ Salary Is Subjective To Completion Of Training *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.			





16CQC26033

21

Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019  
**Name** : Kattam Reddy Sai Chandu Reddy  
**Location** : Karnataka,  
**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutinagar, ,  
Bangalore, Karnataka - 560068

Dear Kattam Reddy Sai Chandu Reddy,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted

16C0026041

11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear Mohammed Fahad,

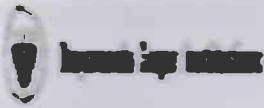
Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

## ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	Name	Mohammed Fahad Ahmed	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	Allowance(3-4 Meeting Per day)	6000	72,000
E	Performance Enhanced Incentives	15,000*	1,80,000*
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
<b>Allowance*</b>	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based.  * The Offer/ Salary Is Subjective To Completion Of Training  *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.</p>			



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

## Internship Proposal

Sonia Singh <sonia.gridlle@gmail.com>

Wed, Dec 19, 2018 at 5:07 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: "srikanth.r.s.nair" <srikanth.r.s.nair@gmail.com>, Smriti Simantika <smriti.gridlle@gmail.com>

Dear Ms. Payal Mandal,

We have short listed the students for Internship. For the orientation there were only 16 students who showed up. These are the selected students

AAQIB AHMED R	RAFIQ AHMED	MALE	ahmedaaqib98@gmail.com	8867357742	16 CQC 26001
SATHISH C K	KUNNE GOWDA	MALE	sck9399@gmail.com	9972725413	
RAKSHITHA R	RAMAKRISHNA P	FEMALE	Rakshita1317@gmail.com	7899047372	
TABISH ANSARI	ABDUL BASIT ANSARI	MALE	tabi.ansari@gmail.com	8050497347	
MOHAMMED UMAR	ANSAR PASHA	MALE	umam0231@gmail.com	9066393211	16 CQC 26036
MRUDULA C	SREEMALI C	FEMALE	mrudula479@gmail.com	7026227007	
MULA REVANTH	M VENKATESWARA RAO	MALE	revanth.littu@gmail.com	9886364274	16 CQC 26045
B S SHARVANI	V R SRIDHAR	FEMALE	sharvanibs@gmail.com	8197134390	
TRISHALA R	RAJENDRA M.	FEMALE	trishalaraj8@gmail.com	9900225439	
PARVATHY J	R JAGANNATH	FEMALE	paru.cutiepie@gmail.com	9901276670	

We will conduct a training program for them on 5th Jan 2019, at Century Club Bangalore starting at 3pm.

We would like you to inform the selected students regarding the training dates and venue

Thanks and Regards,

Sonia Singh  
Gridlle Technologies Pvt Ltd  
+91 9986440998

[Quoted text hidden]

[Quoted text hidden]

<Griddle technologies \_ BBA BCOM.xlsx>

11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear Mohammed Umar,

Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

## ANNEXURE – A

COMPENSATION & BENEFITS STATEMENT – PIN CLICK			
Employee Details	Name	Mohammed Umar	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	<b>Fixed Compensation</b>		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	<b>Allowance(3-4 Meeting Per day)</b>	<b>6000</b>	<b>72,000</b>
E	<b>Performance Enhanced Incentives</b>	<b>15,000*</b>	<b>1,80,000*</b>
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
<b>Allowance*</b>	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<p><b>Note:</b> * Performance Enhanced Incentives Is Target Based.  * The Offer/ Salary Is Subjective To Completion Of Training  *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.</p>			





PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

**LOI- Shortlisted for HPE**

1600026045

Neha Chadha &lt;neha.c@randstad.in&gt;

Tue, Mar 19, 2019 at 10:53 P

To: revanth.tittu@gmail.com

Cc: Amit Singh &lt;amitkumar.s@randstad.in&gt;, placement1@dayanandasagar.edu, Neha Chadha &lt;neha.c@randstad.in&gt;

Dear Mula Revanth,

We are pleased to inform that you have been shortlisted by **Randstad India Private Limited** for deploying your services to our client **Hewlett Packard Enterprise**.

The next step would be that you shall be interviewed by our Client HPE.

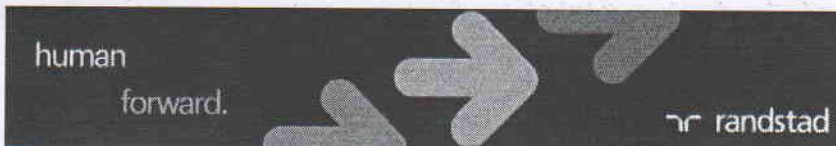
A provisional offer would be rolled out to you with the details of the position offered and the salary structure will be discussed / shared with you, upon selection in final round of an interview.

Should you have any queries, you may contact by phone / by email.

Neha Chadha  
Recruitment Specialist

**Randstad India Private Ltd.**

#147, 2nd Floor, Anjaneya Tech Park, Old Airport Road, Kodihalli  
Bangalore - 560 008, India  
neha.c@randstad.in  
www.randstad.in



The information contained in this e-mail message is for the use of the addressee and is solely intended for the person to whom it has been sent. This message may contain legally privileged and confidential information which may not be made public by virtue of terms and conditions, which may be validated, only by a duly signed contract from Authorised Signatories as part of our Business. If the receiver of this message is not the intended recipient or employee or the addressed person and if you come into possession of this e-mail communication without such validation, you are hereby cautioned that any dissemination, distribution or copying of this communication is prohibited. If you are not the intended recipient and if you have received this message by error, please immediately notify us through E-Mail at postmaster@randstad.in and please delete this message from your system. We bring to your attention that email communications are insecure and capable of interception, corruption and delays. Anyone communicating with us by email accepts the risks of email communications and their consequences. Neither Randstad Holding nv, Randstad India Ltd. nor their subsidiaries shall be liable for incorrect, incomplete transmission, loss or damage on this account or delayed receipt of this e-mail.

16CQC26045

**JD - Telligent Support LLP****Sekar Srinivasan** <sekar.srinivasan@teambler.com>

Thu, Mar 7, 2019 at 6:14 PM

To: placement1@dayanandasagar.edu

Cc: Vinay Sachdev &lt;vinay.sachdev@teambler.com&gt;, Rashmya &lt;rashmya@teambler.com&gt;, Manoj Kumar &lt;manoj.kumar@teambler.com&gt;

Hi Payal,

Please find the status of students mentioned below.

Sno	Name	DOI	DOB	Contact No	Email ID	Status
1	TABISH ANSARI	7-Mar-19	8-Oct-98	8050497347	tabi.ansari@gmail.com	Test Reject
2	RANGANATHA	7-Mar-19	20-Jul-99	7022280797	ranganath0707@gmail.com	Test Reject
3	SHRUTHI	7-Mar-19	22-Apr-97	9830118561	shrulipandeyhwh@gmail.com	Test Reject
4	ANIKTHA RAMYA	7-Mar-19	30-Aug-97	9972879484	ankitharamyajamdur@gmail.com	Operation Reject
5	NISAMUDHEEN	7-Mar-19	24-Dec-97	9539618415	nisamv97@gmail.com	Test Reject
6	SYED	7-Mar-19	12-Apr-98	8660470792	syedliyakath12498@gmail.com	Select(Offered)
7	AJITHA ANGELIN	7-Mar-19	15-Jun-96	9902272558	ajilhaangel15@yahoo.com	Select(Offered)
8	MULA REVATH	7-Mar-19	18-Jun-97	9886364274	revanth.tittu@gmail.com	Select(Offered) 16CQC2604
9	KAVYA R	7-Mar-19	15-Jan-98	9036364625	kavyaguru017@gmail.com	Select(Offered)

Regards

Sekar S

**From:** PAYAL DSI PLACEMENT [mailto:placement1@dayanandasagar.edu]**Sent:** 06 March 2019 12:26**To:** Sekar Srinivasan**Cc:** Rashmya; Vinay Sachdev**Subject:** Re: FW: JD - Telligent Support LLP

Sharing a revised list for your reference.

Payal Mandal  
Manager - Training & Placement  
Dayananda Sagar Institutions  
Shavige Malleshwara Hills,  
Kumaraswamy Layout,  
Bangalore, Karnataka  
Mobile: +91 9916986979  
Landline: 080-42161749





PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

**\*IBM Confidential - IBM Campus Drive -DSI**

160026045

Karthik K Srirama &lt;kasrirak@in.ibm.com&gt;

Fri, Jun 21, 2019 at 10:32 AM

To: placement1@dayanandasagar.edu

Cc: Deepak A Kumar2 &lt;deepakkumar@in.ibm.com&gt;

Dear Placement officer,

PFB details for the students shortlisted from the event held at you college on 12-Feb-2019. We would be initiating the offer process for the short-listed students at the earliest.

Thank you for all your support and apologies for the delay.

Event Name	Event Date	Event Location	Candidate Name	Mobile No	Emai ID	College Name	Remarks
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lavanya Krishna B	8722172014	lavanyakrisnabk@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	N Hepsiba Monica	8904865189	hepi465@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rabiya Tabussum	9741053020	rabishot@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sahanashree B A	8971288724	sahnashree@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	J.Gowthami Bai	8147079346	jgowthamisingh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pruthvi C	9448982897	pruthvi.shekar1347@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	P.Amriha	8971363441	amrithabghs@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Yashaswini N	9742350350	yashunatesh@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Parameshwari R	7090739122	roshini.rose777.pr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Sai Nikhil N	9986800682	nikhilnrick@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Syed Abdul Rehman	8867356768	syedabdulrehman886@gmail.com	Dayanand Sagar Institutions	Shortlisted

Dayanand Sagar Institutions	12-Feb-19	Bangalore	Taufeeq Ahmad Gani	9108699055	taufeeqahmad99@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	TUSHAR SHARMA	8792280092	tushar.shams@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Dheeraj S	8277703966	dheerajsr06@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rahul Prasad Singh	9663501920	rahulprasadsingh1857@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Amith Pawar	9902016883	amithpawar52@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mula Revanth	9886364274	revanth.tittu@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhavana D kumar	9731030814	bhavanakumar3030@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Pragathi C Acharya	9739316763	pragathi.acharya.c@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Ramesh Kumar	9008852142	arjunroy32044@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	NIKHILESH P	9738916215	nikhilesh.p98@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Aatir Mohammed	7259795512	aatir.md@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Mrityunjay Nutan	9740952911	mrityunjaynutan@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Rishabh Thakur	7349524079	rishabh.thakur2317@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Bhoomika R	9902739039	bhoomika.ranganath.98@outlook.in	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Impana Suresh	9449279238	impanasureshblr@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Navaneetha Suresh	9901276646	navaneetha2507@gmail.com	Dayanand Sagar Institutions	Shortlisted
Dayanand Sagar Institutions	12-Feb-19	Bangalore	Lalitha Shree	9611865908	12lalitha@gmail.com	Dayanand Sagar Institutions	Shortlisted

**Karthik Srirama**  
Recruitment Delivery





16CQC26045

## CGS – Job Offer / BLRBO – MULA – 19 – June – 2019

1 message

**Sumpa Nanda** sumpa.nanda@compasslog.com

Wed, Jun 19, 2019 at 7:37 PM

To: "revanth.tittu@gmail.com" <revanth.tittu@gmail.com >

Cc: Shamshuddin Ali <Shams@compasslog.com>, Faiz Ahmed <faiz.ahmed@compasslog.com>, Khalid Ahmed <khalid.ahmed@compasslog.com>, PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Dear Mula,

We are pleased to offer you employment at Compass Global Services (India) Pvt. Ltd. We feel that your skills and background will be a valuable asset to our team.

The position being offered to you is **Operation Executive in Bangalore Back office**. Your **Date of Joining is 1st July 2019** and **reporting time is 10:30 AM**.

Upon acceptance, clear and colored scanned copies of the following documents should be provided:

1. Passport Copy (Front and Back Pages)
2. Recent Personal Photo (With White Background)
3. Educational Certificate
4. Aadhaar Card & Pan Card Copy

Looking forward to welcoming you as a new employee at Compass Global Services!

Sumpa Nanda  
HR



### COMPASS

Compass Global Services (India) Pvt. Ltd.

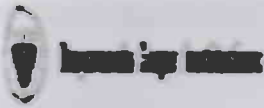
5th Floor, NCC Urban Windsor, Airport Road, Opp Jakkur Aerodrome, Bangalore, 560064.

Tel: 080 – 46472400 Extn:1844. Cell: +91-9711292060

Corporate Offices: Dubai – UAE

[www.compasslog.com](http://www.compasslog.com)

*Any and all business transactions (e.g. quotation, advice, information etc.) included herein are subject to Compass Ocean Logistics' General Terms & Conditions, a copy of which is available on our website [www.compasslog.com](http://www.compasslog.com). Soft copy can be provided upon request.*



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

## Internship Proposal

Sonia Singh <sonia.gridlle@gmail.com>

Wed, Dec 19, 2018 at 5:07 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: "srikanth.r.s.nair" <srikanth.r.s.nair@gmail.com>, Smriti Simantika <smriti.gridlle@gmail.com>

Dear Ms. Payal Mandal,

We have short listed the students for Internship. For the orientation there were only 16 students who showed up. These are the selected students

AAQIB AHMED R	RAFIQ AHMED	MALE	ahmedaaqib98@gmail.com	8867357742	16 CQC 26001
SATHISH C K	KUNNE GOWDA	MALE	sck9399@gmail.com	9972725413	
RAKSHITHA R	RAMAKRISHNA P	FEMALE	Rakshita1317@gmail.com	7899047372	
TABISH ANSARI	ABDUL BASIT ANSARI	MALE	tabi.ansari@gmail.com	8050497347	
MOHAMMED UMAR	ANSAR PASHA	MALE	umam0231@gmail.com	9066393211	16 CQC 26036
MRUDULA C	SREEMALI C	FEMALE	mrudula479@gmail.com	7026227007	
MULA REVANTH	M VENKATESWARA RAO	MALE	revanth.littu@gmail.com	9886364274	16 CQC 26045
B S SHARVANI	V R SRIDHAR	FEMALE	sharvanibs@gmail.com	8197134390	
TRISHALA R	RAJENDRA M.	FEMALE	trishalaraj8@gmail.com	9900225439	
PARVATHY J	R JAGANNATH	FEMALE	paru.cutiepie@gmail.com	9901276670	

We will conduct a training program for them on 5th Jan 2019, at Century Club Bangalore starting at 3pm.

We would like you to inform the selected students regarding the training dates and venue

Thanks and Regards,

Sonia Singh  
Gridlle Technologies Pvt Ltd  
+91 9986440998

[Quoted text hidden]

[Quoted text hidden]

<Griddle technologies \_ BBA BCOM.xlsx>

1600026045

22



Simpl

**GET SIMPL TECHNOLOGIES PRIVATE LIMITED**

CIN: U74999MH2015PTC261546

Unit 809, 810, 811, 8th Floor, Crescent

Business Park, Samitha Complex, Sakinaka

Telephone Exchange, Sakinaka, Andheri

(East), Mumbai - 400 072

January 30<sup>th</sup> 2019

To Mula Revanth,

TO WHOMSOEVER IT MAY CONCERN

Sub: Internship Certificate

We hereby certify that **Mr. Mula Revanth** a Student of Dayanand Sagar University, Bangalore has undergone Internship from **22<sup>nd</sup> October 2018 to 29<sup>th</sup> January 2019** under the guidance of Mr. Karan Designation-Growth Team.

We found him to be a dedicated and diligent student. We take this opportunity to wish him every success in his future endeavours.

Sincerely,

---

Roshan Sam,

(Authorized Signatory)

1600026048

**OFFER OF EMPLOYMENT – GUEST EXPERIENCE EXECUTIVE**

Dear Naveena .P,

We are pleased to offer you the position of Guest Experience Executive. We believe you will be a good addition to our team and are looking forward to having you on board. You will report directly to the undersigned. This position is in-house at our Bengaluru offices and may demand travel as per need.

As we discussed, your salary will be 14,000 during the probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to your performance.

**COMMENCEMENT OF EMPLOYMENT**

Your date of appointment will be effective from July (Tentative by 1 week of July)

**About TripThrill**

TripThrill Brand is a homestay curation and management company owned by Velvet Home Stays Pvt. Ltd. We help Individual, Families and Groups (Corporates, Wedding Planners, Event Managers, Party Planners) plan and enjoy the benefit of staying in our handpicked accommodations in destinations across India and abroad. With our organization, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

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

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

**Job Title : *Guest Experience Executive***

**Job description :**

End to End Guest management which includes : (Booking Inquiry --> Query Resolution --> Offer --> Deal Closure --> Invoicing and money collection --> On boarding --> Feedback), Property Listing on OTA's, Availability Check with Home owners, Host engagement.



- 8) Liaison with Operations Manager to resolve any issue pertaining to guest complaints/feedback and follow up with them
- 9) Provide immediate assistance to guests as requested
- 10) Ensure clean stay premises by Host to guests
- 11) Ensure and provide professional guest service
- 12) Responsible to carry out schedule according to itinerary
- 13) Work towards achieving set goals, present ideas for continuous improvement.

**Start Date:** July (Tentative by 1week of July)

**Compensation:** CTC INR 3.25 to 3.6 Lakh per Annum.

- Monthly Remuneration INR 14,000/-per month
- Incentive or Variable (Sales Based) -INR 0 to INR 10,000/-per month (60,000/-)
- Performance Bonus -At Management Discretion
- Other Perks -Communication Expenses (INR 6,000/-)

*(Note: Statutory requirements of PF and ESI, as applicable, shall be deducted from the Monthly Remuneration and the relevant details shall be shared with you)*

**Probation Period:** The in hand salary will be INR 14,000 per month during probation period (6 months) and after the probation period the CTC would be 3.25 to 3.6 per annum (35% variable), subject to their performance. The joining date would be in July (would like to know the end date of their examination, please share the same once you get the details).

**Incentives:** As per month plan or at management discretion.

**Notice period:** A Notice period of 30 days is required for termination of the employment.

**Reporting:** You will be reporting to Lead / Mentor Operations Team.

**Code of Conduct :**

- a) During the period of employment, you will serve honestly, faithfully, diligently and efficiently for the growth of the Company. You shall honor your obligations under this Agreement and any other agreement that you may be required to sign with the Company.
- b) Your conduct shall be in conformity with the code of conduct, as in force from time to time. Further, you shall carry out the instructions in letter and spirit, given by your superiors and shall not disobey any instructions given.
- c) You shall not indulge in any unethical practices like "go slow" or non-cooperation during the course of your employment with the Company.
- d) You would be required to apply and maintain the highest standards of professional and personal conduct and integrity and comply with all the policies and procedures of the Company including but not limited to policies related to Confidential Information (*defined hereinafter*). These policies are updated on a periodical basis and may be introduced from time to time. As and when this happens, you will be notified and you will be required to comply with the same.
- e) Should the need for disciplinary action be deemed necessary, this will be taken in accordance with the Company's policies and procedures.



Naveena . P.

16 CQC26048

BBA VI Sem.

Dhanram Choudhary <drc9535@gmail.com>

## Fwd: Welcome to Mphasis!!

Naveena Palaniswamy <naveenasettu@gmail.com>  
To: drc9535@gmail.com

14 June 2019 at 10:46

Sent from my iPhone

Begin forwarded message:

**From:** Shamshiya Khanum <Shamshiya.Khanum@mphasis.com>  
**Date:** 28 May 2019 at 1:47:05 PM IST  
**To:** "naveenasettu@gmail.com" <naveenasettu@gmail.com>  
**Cc:** Hiten Taunk <hiten.taunk@mphasis.com>  
**Subject:** Welcome to Mphasis!!

Dear Naveena P,

Welcome to the Mphasis Family!!

Congratulations on your selection with TD, TD is an international voice banking campaign and would require you to be flexible with 247 shifts. As discussed with you, your salary is 1.90 lack/ pa.

Please find below the details of your Induction.

Date – 24<sup>th</sup> June 2019

Time – 8:30 Am

Address – Mphasis Limited, WTC 4, 4<sup>th</sup>,

Bagmane world Technology center,

Marathahalli outer Ring Road,

Doddanakudi Village, Mahadevapura,

Bangalore : 560048.

SPoC - Shamshiya

- Malkit

We would like you to carry the following document while coming for induction:-

- Aadhar Card(Along with enrolment number)
- PAN Card
- Education Marks Cards – Xth/PUC/Graduation(all semester + convocation)/PG(all semester + convocation)
- 6 passport size photographs

We can connect you with our vendors in case you don't have photographs or PAN card or would require any photocopies.

Regards

**Shamshiya khanum**

HR Analyst- Talent Acquisition-BPS.



**Mphasis Corporate Support | Human Resources**

4th Floor, Block A, Bagmane World Technology Center,

WTC 4, KR Puram, Marathahalli Outer Ring Road, Mahadevapura, Bangalore 560 048, India |

M: +91 9916156444 | Email: [Shamshiya.khanum@mphasis.com](mailto:Shamshiya.khanum@mphasis.com) | [www.mphasis.com](http://www.mphasis.com)

Information transmitted by this e-mail is proprietary to Mphasis, its associated companies and/ or its customers and is intended for use only by the individual or entity to which it is addressed, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or it appears that this mail has been forwarded to you without proper authority, you are notified that any use or dissemination of this information in any manner is strictly prohibited. In such cases, please notify us immediately at [mailmaster@mphasis.com](mailto:mailmaster@mphasis.com) and delete this mail from your records.



USN - 16CQC26048

Course - BBA

VI Sem.

Naveena.P.

**PRIVATE & CONFIDENTIAL**

Date: 6<sup>th</sup> June 2019

**Naveena P**

Dear Naveena ,

With reference to your application, we are pleased to inform you of the offer of employment with **ONE ON ONE LINKS PRIVATE LIMITED**. With effect from *June 24<sup>th</sup> 2019*, subject to your acceptance of the following terms and conditions of service:

**1. APPOINTMENT**

You will be appointed to the position of *Management Trainee* in the employment of **ONE ON ONE LINKS PRIVATE LIMITED**. As *Trainee*, you will report to such officer of the Company as may be specified from time to time.

- 1.2 You will initially be located at Bangalore. The Company may transfer you to any other location/ department or any affiliate or associate company, it deems necessary. As a part of your employment, you may have to undertake national and/ or international travel.

**2. PROBATION**

You will be on a probationary period of six months from the date of joining. Your Probation period is subject to extension at the sole discretion of the Company. On completion of six months, unless confirmed in writing, it is deemed that your probation is extended further for an additional period of six months.

**3. EMOLUMENTS, Performance income and incentives**

Your annual compensation including basic salary, performance income and incentive is INR 4,80,000. Your annual income comprises of fixed compensation, variable compensation and other benefits. For Salary, refer Annexure A for detail breakup.

Subject to applicable laws and the Company's qualifying criteria, you will be entitled to Employee Benefit Schemes such as, Provident Fund, Gratuity that may be introduced by the Company from time to time.

**4. LEAVE ENTITLEMENT**

During the probation period you will not be entitled for any leave and leave taken during that period be taken will be taken as Leave without Pay.

You will be entitled to leave as per the rules of the Company in force from time to time.

**5. DUTY HOURS**

It's a 24/7 operation, 48 hours a week as advised by the Management from time to time.

Office timing will be 9 AM to 6 PM

Saturday will be half day.

**6. Address for Communication**

Your address with the company is recorded as follows:



In the event of a change in the address given by you, you shall intimate the change immediately in writing to the Management of the Establishment where you are posted. Any communication or notice forwarded to you by the Company by post to the last residential address given by you as per the Establishment's record, shall be deemed to be complete compliance by the Company having communicated to you the said communication or notice, notwithstanding the postal authorities returning the communication for any reason whatsoever.

## **7. TAXATION**

All payments provided by the Company will be made in accordance with the taxation system prevalent within India, including without limitation, tax deduction at source.

## **8. TERMINATION OF EMPLOYMENT**

### **8.1 Your employment may be terminated by Employer:**

- During your probation, with 3 days notice;
- After confirmation, with 30 days notice.

Employee can resign by giving following notice:

- During your probation, with 30 days notice.
- After confirmation, with 60 days notice.

### **8.2 The Company reserves the right to pay or recover salary in lieu of notice. In the event you serve notice of termination, the Company may relieve you from the date as the Company may deem fit even before expiration of the notice period**

### **8.3 On acceptance of the notice of termination, you will return to the Company all books, materials, documents, drawings, data or records belonging to the Company or any of its affiliates or customers and you shall not make or retain any copy thereof.**

### **8.3 The employee should get a data clearance certificate before getting relieved formally from the company.**

### **8.3 Subject to earlier termination of this agreement as per the terms hereof and extensions that may be granted by the Company in its absolute and sole discretion, you shall be liable for retirement at the age of sixty (60) years.**

## **9. GENERAL CONDUCT & DUTIES**

### **9.1 You will be responsible for achieving certain individual and corporate goals, which will be specified in advance from time to time. You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the Company and those in authority over you.**

### **9.2 You will abide by the staff rules, regulations, policies and laws applicable to you and the Company, which are in force from time to time. If at any time your conduct is considered by the Company as detrimental in terms of Company policies or in violation of one or more terms of this contract, your services may be terminated forthwith without notice.**

### **9.3 If any information furnished by you to the Company proves to be false, or if you are found to have willfully suppressed any material information/ particulars, the Company shall be entitled to terminate this contract without notice. All notices/ communications sent to your last known address shall be deemed to have been properly served on, and received by, you.**



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

16CQC 26048

**RE: Dayananda Sagar Institutions: Invitation For Campus Recruitment 2019**

Anuja Aroman . &lt;anuja.aroman@aegisglobal.com&gt;

Thu, Apr 4, 2019 at 3:18 P

To: PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Cc: Ramya M &lt;ramya.m@in.aegisglobal.com&gt;, VIJAY KUMAR T N &lt;VIJAYKUMAR.TN@aegisglobal.com&gt;

Hi Payal,

The names of the students who are shortlisted are :

- Prajwal Gowda N
- Swathi K R
- Naveena P
- Shikha Sinha
- Aishwarya B Yaligar
- Shruti Pandey

16CQC 26048

You can inform these shortlisted students to collect their Letter of Intent from us.

Regards,

Anuja Aroman | Manager – Human Resources |

Aegis Customer Support Services Private Limited,GNR Complex,

Garvebhavi Palya, Kudlu Gate, Hosur Main Road,Behind Trident Hyundai, Bangalore – 560068

C : 08066376666 – VOIP- 6742 |

Email – anuja.aroman@aegisglobal.com | www.aegisglobal.com

**AEGIS****AON**  
**BESTEMPLOYER**  
INDIA | 2019

Life without a goal is just like walking with your eyes closed

3/23/2019

Dayananda Sagar College of Engineering Mail - Fw: Amazon: Campus Placements 2019

18



PAYAL DSI PLACEMENT <placement1@dayanandasagar>

### Fw: Amazon: Campus Placements 2019

09

Jain, Pooja <jainpooj@amazon.com>  
To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>  
Cc: Guruvenkatesh <dsi\_placement@yahoo.com>

Tue, Mar 12, 2019 at 5

Hi Payal,

Please find below the list of selects for SSPA profile in Amazon:

First Name	Last Name	Phone No	Email ID	Course
<i>BBA</i> Nikali 16 C Q C 2 6 0 5 0	Aye	9611174891	ayenekaly@gmail.com	BBA
Sudheesh 166 J C 2 6 0 4 9	Sreetharan	7366073421	sshreetharan@gmail.com	BBA
<i>B.com</i> Amith 16 C Q C 4 1 0 5	Pawar	9902016883	amithpawar52@gmail.com	B.com
Shalini 166 J C 2 6 0 4 8	Rout	9108760530	shalini.rout750@gmail.com	BBA
Ankit C M S 1 6 1 5 0 0 0 6	Varma	8210398322	ankitvarma604@gmail.com	BBA

Thanks!

Pooja Jain

Recruiter | Talent Acquisition | India

JAINPOOJ@AMAZON.COM M +91 9903877211



jobs Find jobs in Connect with us f Inside Amazon India

Have feedback on our recruiting process? Write to [recruiting-feedback@amazon.com](mailto:recruiting-feedback@amazon.com)



Document # HR/TA/Temp/0003 Infosys BPM Ltd JL 2 Campus Letter of Interest



**Letter of Interest**

To **NIKHITHA NS**

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at [bpm\\_campusteam@infosys.com](mailto:bpm_campusteam@infosys.com). '080-40670678

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:

**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

Signature:  
Issuer's Name: **Mr. Amlan**  
Issuer's Emp. No.: **848225**

Name: **NIKHITHA NS**  
Date: **21-03-2019**  
Location: **BANGALORE**

HR/TA/Temp/0003 Version: 1.1 Company confidential Copy if Printed 1 of 1

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310  
Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411





Mouser Electronics (India) Private Ltd  
#9, ESQUIRE Center,  
Second floor, A Wing, MG Road,  
Bangalore - 560001  
Company CIN: U31908KA2013FTC068222  
Tel: +91 80 42650000  
Fax: +91 80 42650001  
india@mouser.com  
www.mouser.com

1600C26082

OFFER LETTER - PRIVATE & CONFIDENTIAL

27<sup>th</sup> May 2019

Sushen R Bharadwaj,  
#35, 2<sup>nd</sup> Cross, 11<sup>th</sup> Main,  
Block Srinagara, Bangalore-560050

Dear Sushen,

We, Mouser Electronics (India) Private Ltd, are pleased to make an offer of employment to you for the position of "Costing Associate".

Your work timings will be **9 am to 6 pm**. However, your actual working hours may vary according to the business activities of the Company.

You are required to join us on or before **26<sup>th</sup> June 2019**.

Your total annual compensation will be INR 3, 50,000 per annum which is inclusive of all the allowances. The salary structure is detailed as below:

Sushen R Bharadwaj			
SR.NO.	PARTICULARS	MONTHLY	ANNUALLY
i	Basic	11,433	1,37,200
ii	HRA	4,573	54,880
iii	Special Allowance	11,205	134,456
v	PF	1,372	16,464
PART-A		28,583	3,43,000
PART B Bonus		-	7,000
TOTAL		28,583	3,50,000

In addition to the above, you will be part of the group Medical Insurance of the company where you and your immediate family will have INR **5, 00,000** coverage per annum.

We would also like to highlight the fact that the entire statutory contribution towards your gratuity will be **paid by Mouser Electronics**. All our employees are covered under Gratuity Act and gets the benefit of Gratuity as per the Act.

The Company will contribute monthly an equivalent of 12% of your basic salary to the fund' refers to the PF contribution that you see in the salary breakup structure is Employer's Contribution. However an equivalent of 12% of your basic salary will also be deducted and remitted to the fund, as Employee Contribution.



**MOUSER  
ELECTRONICS**

**Mouser Electronics (India) Private Ltd**  
#9, ESQUIRE Center,  
Second floor, A Wing, MG Road,  
Bangalore – 560001  
Company CIN: U31908KA2013FTC068222  
Tel: +91 80 42650000  
Fax: +91 80 42650001  
india@mouser.com  
www.mouser.com

This offer from Mouser Electronics is valid for 3 months from the date of offer. Any extension in said validity will be at the discretion of the company and will be communicated to you in writing. On joining, you will be provided with a detailed appointment letter.

If you agree to the terms and conditions mentioned above, please send your acceptance.

Sl. No.	Name	Designation	Department	Reporting Manager
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
47				
48				
49				
50				



PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

## Fwd: Welcome to Mphasis!!

16CQC26082

Sushen R Bharadwaj <sushenbharadwaj88@gmail.com>

Mon, Jun 10, 2019 at 12:35 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

This is the welcome mail.

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

From: **Shamshiya Khanum** <Shamshiya.Khanum@mphasis.com>

Date: Tue, 28 May 2019, 1:42 pm

Subject: Welcome to Mphasis!!

To: sushenbharadwaj88@gmail.com <sushenbharadwaj88@gmail.com>

Cc: Hiten Taunk <hiten.taunk@mphasis.com>

Dear Sushen R Bharadwaj,

Welcome to the Mphasis Family!!

Congratulations on your selection with TD, TD is an international voice banking campaign and would require you to be flexible with 247 shifts. As discussed with you, your salary is 1.90 lack/ pa.

Please find below the details of your Induction.

Date – 24<sup>th</sup> May 2019

Time – 8:30 Am

Address – Mphasis Limited, WTC 4, 4<sup>th</sup>,

Bagmane world Technology center,

Marathahalli outer Ring Road,

Doddanakudi Village, Mahadevapura,

. Bangalore : 560048.

SPoC - Shamshiya

- Malkit

We would like you to carry the following document while coming for induction:-

- Aadhar Card(Along with enrolment number)
- PAN Card
- Education Marks Cards – Xth/PUC/Graduation(all semester + convocation)/PG(all semester + convocation)
- 6 passport size photographs

6/11/2019

Dayananda Sagar College of Engineering Mail - Fwd: Welcome to Mphasis!!

We can connect you with our vendors in case you don't have photographs or PAN card or would require any photocopies.

Regards

Shamshiya khanum

HR Analyst- Talent Acquisition-BPS.

 Updated Logo

**Mphasis Corporate Support | Human Resources**

4th Floor, Block A, Bagmane World Technology Center,

WTC 4, KR Puram, Marathahalli Outer Ring Road, Mahadevapura, Bangalore 560 048, India|

M: +91 9916156444|Email: [Shamshiya.khanum@mphasis.com](mailto:Shamshiya.khanum@mphasis.com)|[www.mphasis.com](http://www.mphasis.com)

Information transmitted by this e-mail is proprietary to Mphasis, its associated companies and/ or its customers and is intended for use only by the individual or entity to which it is addressed, and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If you are not the intended recipient or it appears that this mail has been forwarded to you without proper authority, you are notified that any use or dissemination of this information in any manner is strictly prohibited. In such cases, please notify us immediately at [mailmaster@mphasis.com](mailto:mailmaster@mphasis.com) and delete this mail from your records.

---

2 attachments

 **Mphasis** image001.png  
The Next Applied 7K

 **Mphasis** image001.png  
The Next Applied 7K





PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

## Fwd: Campus Placement Drive Job Description.

Sunil Daniel <sunil.daniel@extramarks.in>

Sat, May 18, 2019 at 2:29 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Rajat Mishra <rajat.mishra@extramarks.in>, Pushpinder Kaur Sidhu <pushpinder.kaur@extramarks.in>, sayed.abdulla@extramarks.in, Harshit Bhandula <harshit.bhandula@extramarks.in>

Hello Madam,

Per your email, we have agreed to have the BBA / BCom Students inducted on the 24<sup>th</sup> of June 2019 and the MBA / MCom Students on the 22<sup>nd</sup> of July 2019. Please find below the details for your reference. Kindly let the selected candidates know accordingly and we are in full faith that all selected students will join us on their respective dates of joining.

Sl. No.	Name of Selected Candidate	Stream	Contact Number	Email ID	Date of Joining
1	Kattam Reddy Sai Chandu Reddy 160026033	BBA	7337676995	<a href="mailto:kattamchandu@gmail.com">kattamchandu@gmail.com</a>	24th June 2019
4	J. Gowthami Bai 1600241057	B.Com	8147079346	<a href="mailto:igowthamisingh@gmail.com">igowthamisingh@gmail.com</a>	24th June 2019
5	Pratiksha Kulkarni	BBA	7022598275	<a href="mailto:pratikshakulkarni85@yahoo.in">pratikshakulkarni85@yahoo.in</a>	24th June 2019
7	Zubiya Suman 160041216	B.Com	9742363398	<a href="mailto:zubiya18@gmail.com">zubiya18@gmail.com</a>	24th June 2019
06/9	✓ Sanjay S.V. 160041171	B.Com	7349468500	<a href="mailto:sanjaysrujen@gmail.com">sanjaysrujen@gmail.com</a>	24th June 2019
06/14	✓ Aditya Patil 160041129	B.Com	6360561268	<a href="mailto:2adityapatil1997@gmail.com">2adityapatil1997@gmail.com</a>	24th June 2019
06/15	✓ Devanshu Sharma 160041036	B.Com	7091728338	<a href="mailto:devanshusharma59@gmail.com">devanshusharma59@gmail.com</a>	24th June 2019
06/16	✓ Jatin K. Chandra 160041061	B.Com	8050305130	<a href="mailto:jatinkchandra2520@gmail.com">jatinkchandra2520@gmail.com</a>	24th June 2019
06/17	✓ Nameera Rabbani 160041110	B.Com	7892077323	<a href="mailto:nameera.r@gmail.com">nameera.r@gmail.com</a>	24th June 2019
06/18	✓ Pooja K. 160041134	B.Com	9008025086	<a href="mailto:poojakantharaj1128@gmail.com">poojakantharaj1128@gmail.com</a>	24th June 2019
06/19	✓ Varsha A.M. 160026087	BBA	8147564155	<a href="mailto:varshamirajkar252@gmail.com">varshamirajkar252@gmail.com</a>	24th June 2019
20	Syeda Zoha Muskan 165741012	B.Com	7349485580	<a href="mailto:zoharuskan25@gmail.com">zoharuskan25@gmail.com</a>	24th June 2019



PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

## Requesting for Resumes of Student who have appeared for Online Assessments - ResourcePro

Sagri Gupta <Sagri\_Gupta@resourcepro.in>

Mon, Apr 8, 2019 at 5:38 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: CHINMAY KUMAR <ckd@myanatomy.in>, KIRAN KOTIAN MYANATOMY <ksk@myanatomy.in>, K M JaiKumar MyAnatomy <jaikumar@myanatomy.in>, GuruPrasad MyAnatomy <guruprasad@myanatomy.in>, Rupali Kaur MyAnatomy <rupalik@myanatomy.in>, Jyoti Prakash <jyotip@myanatomy.in>, campusplacementsdsi <campusplacementsdsi@dayanandasagar.edu>, Rahul Chatterjee MyAnatomy <rahulc@myanatomy.in>

Dear Payal Mam,

### Greetings from ReSourcePro and Congratulations!

Please find below list of the students who have cleared our Final Interview process.

Name	E-Mail	College Name
Pranitha P 16CQC41140	pranitha178@gmail.com	Dayananda Sagar
Revanth Mula 16CQC26045	revanth.tittu@gmail.com	Dayananda Sagar
Aarthilaya S 16CQC41002	aarthilaya.s18@gmail.com	Dayananda Sagar
Kanishka J 16CQC41065	kanishkakani116@gmail.com	Dayananda Sagar

Thanks & Regards,

Sagri

SAGRI GUPTA

EXECUTIVE - TALENT



## Internship Proposal

Sonia Singh <sonia.gridlle@gmail.com>

Wed, Dec 19, 2018 at 5:07 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: "srikanth.r.s.nair" <srikanth.r.s.nair@gmail.com>, Smriti Simantika <smriti.gridlle@gmail.com>

Dear Ms. Payal Mandal,

We have short listed the students for Internship. For the orientation there were only 16 students who showed up. These are the selected students

AAQIB AHMED R	RAFIQ AHMED	MALE	ahmedaaqib98@gmail.com	8867357742
SATHISH C K	KUNNE GOWDA	MALE	sck9399@gmail.com	9972725413
RAKSHITHA R	RAMAKRISHNA P	FEMALE	Rakshita1317@gmail.com	7899047372
TABISH ANSARI	ABDUL BASIT ANSARI	MALE	tabi.ansari@gmail.com	8050497347
MOHAMMED UMAR	ANSAR PASHA	MALE	umam0231@gmail.com	9066393211
MRUDULA C	SREEMALI C	FEMALE	mrudula479@gmail.com	7026227007
MULA REVANTH	M VENKATESWARA RAO	MALE	revanth.tittu@gmail.com	9886364274
B S SHARVANI	V R SRIDHAR	FEMALE	sharvanibs@gmail.com	8197134390
TRISHALA R	RAJENDRA M.	FEMALE	trishalaraj8@gmail.com	9900225439
PARVATHY J	R JAGANNATH	FEMALE	paru.cutiepie@gmail.com	9901276670

160241148  
160241194  
160241107

We will conduct a training program for them on 5th Jan 2019, at Century Club Bangalore starting at 3pm.

We would like you to inform the selected students regarding the training dates and venue

Thanks and Regards,

Sonia Singh  
Gridlle Technologies Pvt Ltd  
+91 9986440998

[Quoted text hidden]

[Quoted text hidden]

<Gridlle technologies \_ BBA BCOM.xlsx>



**Letter of Interest**

To RAPHAEL JOSEPH

1600041150

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

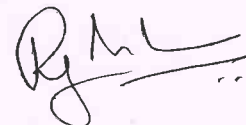
Acknowledgement of receipt:



**Raghavendra K**  
 Senior Vice President &  
 Global Head- HRD



**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225



**Name:** RAPHAEL JOSEPH  
**Date:** 21/MAR/2019  
**Location:** BANGALORE

**INFOSYS BPM LIMITED**  
 (Formerly Known as Infosys BPO Limited)  
 CIN: U72200KA2002PLC030310

Plot Nos. 26/3, 26/4 and 26/6  
 Hosur Road, Electronics City  
 Bengaluru - 560 100, India  
 T 91 80 2852 2405  
 F 91 80 2852 2411



16CQC41158  
70

Document # HR/TA/Temp/0003 Infosys BPM Ltd JI. 2 Campus Letter of Interest

Infosys  
Navigate your nextLetter of InterestTo  
**RISHAB SURANA**

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. '080-40670678

Yours sincerely,

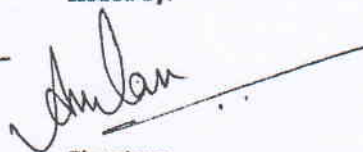
For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:



Raghavendra K  
Senior Vice President &  
Global Head- HRD



Signature:  
Issuer's Name: **Mr. Amlan**  
Issuer's Emp. No.: **848225**

Name: **RISHAB SURANA**  
Date: **21-3-19**  
Location: **BANGALORE**

HR/TA/Temp/0003 Version: 1.1 Company confidential Copy If Printed 1 of 1

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310  
Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411

Document # HR/TA/Temp/0003 Infosys BPM Ltd IL 2 Campus Letter of Interest


  
Navigate your next
**Letter of Interest**To SACHIN .S

Greetings from Infosys BPMI

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. '080-40670678

Yours sincerely,

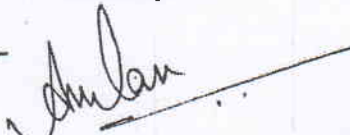
For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:



**Raghavendra K**  
Senior Vice President &  
Global Head- HRD



**Signature:**  
**Issuer's Name:** Mr. Amlan  
**Issuer's Emp. No.:** 848225

**Name:** SACHIN .S  
**Date:** 21/03/2019  
**Location:** BANGALORE

HR/TA/Temp/0003 Version: 1.1 Company confidential Copy If Printed 1 of 1

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310  
Plot Nos. 26/3, 26/4 and 26/6  
Hosur Road, Electronics City  
Bengaluru - 560 100, India  
T 91 80 2852 2405  
F 91 80 2852 2411



## Wipro Campus Hiring 2019 for Science and Commerce Undergraduates

lakshmi.rajesh@wipro.com <lakshmi.rajesh@wipro.com>

Tue, May 14, 2019 at 12:31

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>, Gopal S S <ssgopal@dsu.edu.in>

Dear Payal and Srinivas,

Greetings from Wipro.

Please refer below the Details and Name of the students who got selected. We have sent the employment offer to the below selected students kindly ask them to accept it within 2 days or we will withdraw the offer back.

Tech Hiring

Total Footfall Expected	Registrations	Actual Appeared	Test Selects	Tech Selects	HR Selects
100	1	1	0	0	0

SD Hiring

Total Footfall Expected	Registrations	Actual Appeared	GD Selects	Tech Selects	HR Selects
150	50	21	4	4	4

Selects SD

Name	DOB	Email Id	Phone Number	College Name
Sanjay S V	18-May-98	sanjaysrujen@gmail.com	7349468500	DSI 16CQC4117
Sadhana B	27-Apr-99	Sadhana2799@gmail.com	9980579281	Dayananda sagar institution 16CQC4116
Bhagyashree Dutt M	7-Feb-98	mahdutt@yahoo.com	7975162243	JAIN EVENING COLLEGE
Bindushree M Jalihal	4-Aug-98	bindushreejalihal@gmail.com	9886133036	Indian Academy degree college autonomous

Thanks & Regards,



Lakshmi Rajesh Nair | Global Campus Hiring Team- TA |

EC3 - Tower 8 | 2<sup>nd</sup> Floor | C Wing | Bangalore | India

Mobile: +91- 9167369590



**Letter of Interest**

To SANDHYA J

1600041167

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

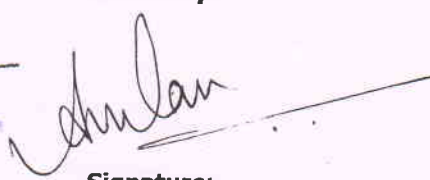
Yours sincerely,


**For Infosys BPM Ltd.**

**Issued By:**

**Acknowledgement of receipt:**

  
**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

  
**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225

  
**Name:** SANDHYA J  
**Date:** 21/MAY/2019  
**Location:** BANGALORE



1600041190 73

**Infosys**<sup>®</sup>

Navigate your next

**Letter of Interest**

To

*Sanjana V. Gowda*  
Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

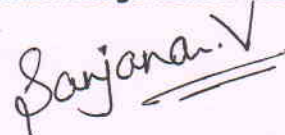
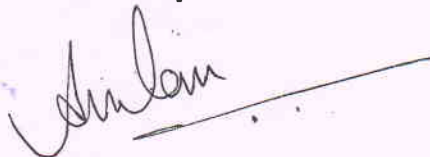
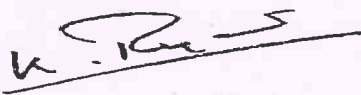
For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. '080-40670678

Yours sincerely,

**For Infosys BPM Ltd.**

**Issued By:**

**Acknowledgement of receipt:**



**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

**Signature:**  
**Issuer's Name:** AMLAN  
**Issuer's Emp. No.:** 848225

**Name:** Sanjana V. Gowda  
**Date:** 21-Mar-2019  
**Location:** Bangalore

**INFOSYS BPM LIMITED**  
(Formerly Known as Infosys BPO Limited)  
CIN: U72200KA2002PLC030310



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

74  
1620041170**CGS-Job Offer/BLRBO-Sanjana V Gowda-19-June-2019**

1 message

**Sumpa Nanda** <sumpa.nanda@compasslog.com>

Wed, Jun 19, 2019 at 7:34 PM

To: "sanjanaav98@gmail.com" &lt;sanjanaav98@gmail.com&gt;

Cc: Shamshuddin Ali &lt;Shams@compasslog.com&gt;, Faiz Ahmed &lt;faiz.ahmed@compasslog.com&gt;, PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Dear Sanjana,

We are pleased to offer you employment at Compass Global Services (India) Pvt. Ltd. We feel that your skills and background will be a valuable asset to our team.

The position being offered to you is **Operations Executive in Bangalore Back office**. Your **Date of Joining is 1<sup>st</sup> July 2019 and reporting time is 10:30 AM**.

Upon acceptance, clear and colored scanned copies of the following documents should be provided:

1. Passport Copy (Front and Back Pages)
2. Recent Personal Photo (With White Background)
3. Educational Certificate
4. Aadhaar Card & Pan Card Copy

Looking forward to welcoming you as a new employee at Compass Global Services!

**Sumpa Nanda**

HR



Compass Global Services (India) Pvt. Ltd.

5th Floor, NCC Urban Windsor, Airport Road, Opp Jakkur Aerodrome, Bangalore, 560064.

Tel: 080 – 46472400 Extn:1844. Cell: +91-9711292060

Corporate Offices: Dubai – UAE

www.compasslog.com

*Any and all business transactions (e.g. quotation, advice, information etc.) included herein are subject to **Compass Ocean Logistics' General Terms & Conditions**, a copy of which is available on our **website www.compasslog.com**. Soft copy can be provided upon request.*

11<sup>th</sup> March, 2019

Sub: Offer of employment by Pin Click

Dear Sanjana,

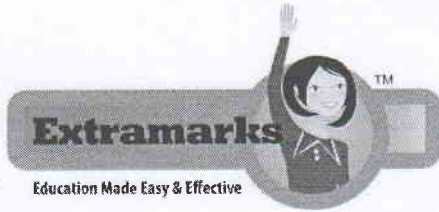
Congratulations and welcome aboard Pin Click, we are delighted to have you in our exciting team!

We are offering you the position of "Property Advisor", with effect from 1<sup>st</sup> July, 2019, The terms of our offer and the benefits currently provided by the Company are as follows:

The details of your annual earnings are attached herewith as Annexure A.

**ANNEXURE – A**

<b>COMPENSATION &amp; BENEFITS STATEMENT – PIN CLICK</b>			
Employee Details	Name	SANJANA V GOWDA	
	Designation	Property Advisor	
	Department	Sales	
	Date of Joining	01-July -2019	
	<b>C &amp; B CATEGORY</b>	<b>INR - Monthly</b>	<b>INR – Annual</b>
A	Fixed Compensation		
	Basic Salary	7,500	90,000
	House Rent Allowance	6,250	75,000
	Conveyance Allowance	800	9,600
	Medical Reimbursement	1,250	15,000
	LTC	2,400	28,800
	Children Edu Allowance	2,000	24,000
	Special Allowance	3,540	42,480
	<b>Sub-Total I / Gross Pay</b>	<b>23,740</b>	<b>2,84,880</b>
<b>Benefits</b>			
B	PF Employer	900	10,800
	ESIC	-	-
	Gratuity	360	4,320
C	<b>Sub Total II</b>	<b>1,260</b>	<b>15,120</b>
D	Allowance(3-4 Meeting Per day)	6000	72,000
E	Performance Enhanced Incentives	15,000*	1,80,000*
<b>Total A + C+ D +E</b>	<b>Cost to the Company</b>	<b>46,000</b>	<b>5,52,000</b>
Allowance*	*Fixed salary includes Rs 4000-6000* per month. *Minimum 50-75 meetings per month. Leads are provided by the company. (Applicable for during and after probation).		
<b>Note:</b> * Performance Enhanced Incentives Is Target Based. * The Offer/ Salary Is Subjective To Completion Of Training *During the probation period of 6 months you will be paid fixed salary of Rs. 31,000/- per month. Total <b>CTC=3,72,000</b> INR.			



16CQC41171

Extramarks Education India Private Limited

D-180, Sector-63, Noida, U.P. - 201301, India

Ph. : +91-120-4175300

**Date** : 29-May-2019

**Name** : Sanjay SV

**Location** : Karnataka,

**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, , Bangalore, Karnataka - 560068

Dear Sanjay SV,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted





## Wipro Campus Hiring 2019 for Science and Commerce Undergraduates

lakshmi.rajesh@wipro.com <lakshmi.rajesh@wipro.com>

Tue, May 14, 2019 at 12:31

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>, Gopal S S <ssgopal@dsu.edu.in>

Dear Payal and Srinivas,

Greetings from Wipro.

Please refer below the Details and Name of the students who got selected. We have sent the employment offer to the below selected students kindly ask them to accept it within 2 days or we will withdraw the offer back.

Tech Hiring

Total Footfall Expected	Registrations	Actual Appeared	Test Selects	Tech Selects	HR Selects
100	1	1	0	0	0

SD Hiring

Total Footfall Expected	Registrations	Actual Appeared	GD Selects	Tech Selects	HR Selects
150	50	21	4	4	4

Selects SD

Name	DOB	Email Id	Phone Number	College Name
Sanjay S V	18-May-98	sanjaysrujen@gmail.com	7349468500	DSI 16CQC4117
Sadhana B	27-Apr-99	Sadhana2799@gmail.com	9980579281	Dayananda sagar institution 16CQC4116
Bhagyashree Dutt M	7-Feb-98	mahdutt@yahoo.com	7975162243	JAIN EVENING COLLEGE
Bindushree M Jalihal	4-Aug-98	bindushreejalihal@gmail.com	9886133036	Indian Academy degree college autonomous

Thanks & Regards,



Lakshmi Rajesh Nair | Global Campus Hiring Team- TA |

EC3 - Tower 8 | 2<sup>nd</sup> Floor | C Wing | Bangalore | India

Mobile: +91- 9167369590

Letter of Interest

To

1600041172

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.nationalskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

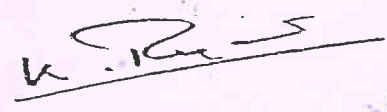
For any further clarifications, please do reach out to us at bpm\_campusteam@infosys.com. 080-40670678

Yours sincerely,

**For Infosys BPM Ltd.**

**Issued By:**

**Acknowledgement of receipt:**



Shahida Khan

**Raghavendra K**  
Senior Vice President &  
Global Head- HRD

**Signature:**  
**Issuer's Name** AMLAN  
**Issuer's Emp. No.:** 848225

**Name:** SHAHIDA KHAN  
**Date:** 21/MAR/2019  
**Location** BANGALORE

168 MC 4 1125

B Com



Date: 10 Apr 2019

Mr.Sreenivas Ganesh Malapaka.  
S/o Gopal Malapaka,F-406,Mantri Tranquil.  
Gubbalala Village ,Kanakapura Road,Bangalore -61

Dear Sreenivas Ganesh,

**Sub: Letter of Intent**

We are pleased to offer you to join MFX or any of the Qess companies/subsidiaries based at Bangalore. We believe your skills / Knowledge are an excellent match for our company.

The detailed appointment letter will be issued to you at the time of your joining the organization.

You will be required to join us on or before **1<sup>st</sup> July 2019**. Kindly sign a copy of this in acceptance of this Letter of Intent and return the same for our records.

Annual Fixed CTC for this position is INR **230,000/A (Two lakhs Thirty Thousand only)**.

We look forward to you joining our organization and to a mutually beneficial association.

This offer is subject to Below Terms & Conditions.

- Suitable reference checks and document verification.
- Successful completion of your Current Education (Degree) & submission of Relevant marks cards & Certificates at the earliest.

Yours Sincerely,  
For MFX Infotech Pvt Ltd

*Shveta Kaw*

Shveta Kaw  
Senior Manager - HR

**MFX Infotech Pvt. Ltd. (A Qess Company)**

Prestige Omega 1<sup>st</sup> Floor, EPIP Zone, Road no: 2, Vijaynagar, Whitefield, Bengaluru – 560066  
Tel: +91 80 4657 8700 | [www.mfxservices.com](http://www.mfxservices.com) | CIN: U74220KA2014PTC074949

Qess House, 3/3/2, Bellandur Gate, Sarjapur Road, Bengaluru – 560103, Karnataka, India



## Capgemini Final round Results - Feb'07

Chandrakanth <Chandrakanth.P@iprimed.com>

Tue, Feb 12, 2019

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Dhanya Satya <dhanya.satya@iprimed.com>, Umar.Ghaffer@iprimed.com, Shruthi <shruthi.r@iprimed.com>

Dear Payal,

Sharing you the Final Round Results of Capgemini conducted on Feb - 07

No. of Students : 12

Rejects : 0

Selects : 07

No show : 05

PFB

Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Final Status Update from Capgemini	College Name
Monish N 16CQC41106	9740500347	monishnagaraj.35@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Ankitha Ramya Jandur 1667C26806	9972879484	ankitharamyajandur@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Vyshnavi pasuparthi	8861719677	vyshnavikutti3@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Shahda Khan	7795135074	khanshahdakhan@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Manoj Kumar Chaudhary	9454098102	manojchaudharymc0@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Bhagyashree Murthy	9019361999	bhagyabmk304@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Tabish null Ansari 16CQC41194	8050497347	tabi.ansari@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Mohith N 16CQC41105	8884104132	mohithakil555@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Amith null Pawar 16CQC41015	9902016883	amithpawar52@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Kavya Null R	8861759586	kavyaraj8861s@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Srikanth K 16CQC41183	9844274761	srikanthkeshav1998@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Aishwarya 16CQC41009	8867171136	itsaishwarya04@gmail.com	BCOM	2019	Select	Dayanad Sagar College

Regards,

Sai Chandrakanth

Sr. Campus Connect - Lead





PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

77  
1600041183**CGS-Job Offer/BLRBO-Srikanth K-19-June-2019**

1 message

**Sumpa Nanda** <sumpa.nanda@compasslog.com>

Wed, Jun 19, 2019 at 7:37 PM

To: "srikanthkeshav1998@gmail.com" &lt;srikanthkeshav1998@gmail.com&gt;

Cc: Shamshuddin Ali &lt;Shams@compasslog.com&gt;, Faiz Ahmed &lt;faiz.ahmed@compasslog.com&gt;, Khalid Ahmed &lt;khalid.ahmed@compasslog.com&gt;, PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

Dear Shrikant,

We are pleased to offer you employment at Compass Global Services (India) Pvt. Ltd. We feel that your skills and background will be a valuable asset to our team.

The position being offered to you is **Accounts Executive in Bangalore Back office**. Your **Date of Joining is 1<sup>st</sup> July 2019** and **reporting time is 10:30 AM**.

Upon acceptance, clear and colored scanned copies of the following documents should be provided:

1. Passport Copy (Front and Back Pages)
2. Recent Personal Photo (With White Background)
3. Educational Certificate
4. Aadhaar Card & Pan Card Copy

Looking forward to welcoming you as a new employee at Compass Global Services!

**Sumpa Nanda**

HR



Compass Global Services (India) Pvt. Ltd.

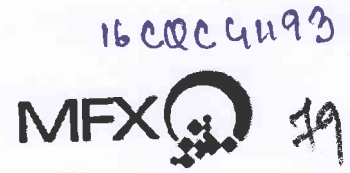
5th Floor, NCC Urban Windsor, Airport Road, Opp Jakkur Aerodrome, Bangalore, 560064.

Tel: 080 – 46472400 Extn:1844. Cell: +91-9711292060

Corporate Offices: Dubai – UAE

[www.compasslog.com](http://www.compasslog.com)

*Any and all business transactions (e.g. quotation, advice, information etc.) included herein are subject to **Compass Ocean Logistics' General Terms & Conditions**, a copy of which is available on our **website [www.compasslog.com](http://www.compasslog.com)**. Soft copy can be provided upon request.*



Date: 10 Apr 2019

Dear SYED LIYAKATH

**Sub: Letter of Intent**

We are pleased to offer you to join MFX or any of the Qess companies/subsidiaries based at Bangalore. We believe your skills / Knowledge are an excellent match for our company.

The detailed appointment letter will be issued to you at the time of your joining the organization.

You will be required to join us on or before **1<sup>st</sup> July 2019**. Kindly sign a copy of this in acceptance of this Letter of Intent and return the same for our records.

Annual Fixed CTC for this position is INR **230,000/A (Two lakhs Thirty Thousand only)**.

We look forward to you joining our organization and to a mutually beneficial association.

This offer is subject to Below Terms & Conditions.

- Suitable reference checks and document verification.
- Successful completion of your Current Education (Degree) & submission of Relevant marks cards & Certificates at the earliest.

Yours Sincerely,  
For MFX Infotech Pvt Ltd.

*Shveta Kaw*

Shveta Kaw  
Senior Manager - HR

**MFX Infotech Pvt. Ltd. (A Qess Company)**  
Prestige Omega 1<sup>st</sup> Floor, EPIP Zone, Road no: 2, Vijaynagar, Whitefield, Bengaluru – 560066  
Tel: +91 80 4657 8700 | [www.mfxservices.com](http://www.mfxservices.com) | CIN: U74220KA2014PTC074949

Qess House, 3/3/2, Bellandur Gate, Sarjapur Road, Bengaluru – 560103, Karnataka, India



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

**LOI- Shortlisted for HPE**

1600041193

Neha Chadha &lt;neha.c@randstad.in&gt;

Tue, Mar 19, 2019 at 10:47 PM

To: Syedliyath12498@gmail.com

Cc: placement1@dayanandasagar.edu, Amit Singh &lt;amitkumar.s@randstad.in&gt;, Neha Chadha &lt;neha.c@randstad.in&gt;

Dear Syed liyath,

We are pleased to inform that you have been shortlisted by Randstad India Private Limited for deploying your services to our client Hewlett Packard Enterprise.

The next step would be that you shall be interviewed by our Client HPE.

A provisional offer would be rolled out to you with the details of the position offered and the salary structure will be discussed / shared with you, upon selection in final round of an interview.

Should you have any queries, you may contact by phone / by email.

Neha Chadha  
Recruitment Specialist

**Randstad India Private Ltd.**

#147, 2nd Floor, Anjaneya Tech Park, Old Airport Road, Kodihalli  
Bangalore - 560 008, India  
neha.c@randstad.in  
www.randstad.in



The information contained in this e-mail message is for the use of the addressee and is solely intended for the person to whom it has been sent. This message may contain legally privileged and confidential information which may not be made public by virtue of terms and conditions, which may be validated, only by a duly signed contract from Authorised Signatories as part of our Business. If the receiver of this message is not the intended recipient or employee or the addressed person and if you come into possession of this e-mail communication without such validation, you are hereby cautioned that any dissemination, distribution or copying of this communication is prohibited. If you are not the intended recipient and if you have received this message by error, please immediately notify us through E-Mail at postmaster@randstad.in and please delete this message from your system. We bring to your attention that email communications are insecure and capable of interception, corruption and delays. Anyone communicating with us by email accepts the risks of email communications and their consequences. Neither Randstad Holding nv, Randstad India Ltd. nor their subsidiaries shall be liable for incorrect, incomplete transmission, loss or damage on this account or delayed receipt of this e-mail.

**JD - Telligent Support LLP****Sekar Srinivasan** <sekar.srinivasan@teambler.com>

Thu, Mar 7, 2019 at 6:14 PM

To: placement1@dayanandasagar.edu

Cc: Vinay Sachdev &lt;vinay.sachdev@teambler.com&gt;, Rashmya &lt;rashmya@teambler.com&gt;, Manoj Kumar &lt;manoj.kumar@teambler.com&gt;

Hi Payal,

Please find the status of students mentioned below.

Sno	Name	DOI	DOB	Contact No	Email ID	Status
1	TABISH ANSARI	7-Mar-19	8-Oct-98	8050497347	tabi.ansari@gmail.com	Test Reject
2	RANGANATHA	7-Mar-19	20-Jul-99	7022280797	ranganath0707@gmail.com	Test Reject
3	SHRUTHI	7-Mar-19	22-Apr-97	9830118561	shrutipandeyhwh@gmail.com	Test Reject
4	ANIKTHA RAMYA	7-Mar-19	30-Aug-97	9972879484	ankitharamyajamdur@gmail.com	Operation Reject
5	NISAMUDHEEN	7-Mar-19	24-Dec-97	9539618415	nisamv97@gmail.com	Test Reject
6	SYED	7-Mar-19	12-Apr-98	8660470792	syedliyakath12498@gmail.com	Select(Offered) 16CQC41193
7	AJITHA ANGELIN	7-Mar-19	15-Jun-96	9902272558	ajithaangel15@yhaoo.com	Select(Offered)
8	MULA REVATH	7-Mar-19	18-Jun-97	9886364274	revanth.titu@gmail.com	Select(Offered)
9	KAVYA R	7-Mar-19	15-Jan-98	9036364625	kavyaguru017@gmail.com	Select(Offered) 16CQC41068

Regards

Sekar S

**From:** PAYAL DSI PLACEMENT [mailto:placement1@dayanandasagar.edu]**Sent:** 06 March 2019 12:26**To:** Sekar Srinivasan**Cc:** Rashmya; Vinay Sachdev**Subject:** Re: FW: JD - Telligent Support LLP

Sharing a revised list for your reference.

Payal Mandal  
Manager - Training & Placement  
Dayananda Sagar Institutions  
Shavige Malleshwara Hills,  
Kumaraswamy Layout,  
Bangalore, Karnataka  
Mobile: +91 9916986979  
Landline: 080-42161749





## Capgemini Final round Results - Feb'07

Chandrakanth <Chandrakanth.P@iprimed.com>

Tue, Feb 12, 2019

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: Dhanya Satya <dhanya.satya@iprimed.com>, Umar.Ghaffer@iprimed.com, Shruthi <shruthi.r@iprimed.com>

Dear Payal,

Sharing you the Final Round Results of Capgemini conducted on Feb - 07

No. of Students : 12

Rejects : 0

Selects : 07

No show : 05

PFB

Name	Mobile No	Mail ID	Graduation Stream	Graduation Year	Final Status Update from Capgemini	College Name
Monish N 16CQC41106	9740500347	monishnagaraj.35@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Ankitha Ramya Jandur 1667C26806	9972879484	ankitharamyajandur@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Vyshnavi pasuparthi	8861719677	vyshnavikutti3@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Shahda Khan	7795135074	khanshahdakhan@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Manoj Kumar Chaudhary	9454098102	manojchaudharymc0@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Bhagyashree Murthy	9019361999	bhagyabmk304@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Tabish null Ansari 16CQC41194	8050497347	tabi.ansari@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Mohith N 16CQC41105	8884104132	mohithakil555@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Amith null Pawar 16CQC41015	9902016883	amithpawar52@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Kavya Null R	8861759586	kavyaraj8861s@gmail.com	BCOM	2019	No Show	Dayanad Sagar College
Srikanth K 16CQC41183	9844274761	srikanthkeshav1998@gmail.com	BCOM	2019	Select	Dayanad Sagar College
Aishwarya 16CQC41009	8867171136	itsaishwarya04@gmail.com	BCOM	2019	Select	Dayanad Sagar College

Regards,

Sai Chandrakanth

Sr. Campus Connect - Lead



## Internship Proposal

Sonia Singh <sonia.gridlle@gmail.com>

Wed, Dec 19, 2018 at 5:07 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: "srikanth.r.s.nair" <srikanth.r.s.nair@gmail.com>, Smriti Simantika <smriti.gridlle@gmail.com>

Dear Ms. Payal Mandal,

We have short listed the students for Internship. For the orientation there were only 16 students who showed up. These are the selected students

AAQIB AHMED R	RAFIQ AHMED	MALE	ahmedaaqib98@gmail.com	8867357742
SATHISH C K	KUNNE GOWDA	MALE	sck9399@gmail.com	9972725413
RAKSHITHA R	RAMAKRISHNA P	FEMALE	Rakshita1317@gmail.com	7899047372
TABISH ANSARI	ABDUL BASIT ANSARI	MALE	tabi.ansari@gmail.com	8050497347
MOHAMMED UMAR	ANSAR PASHA	MALE	umam0231@gmail.com	9066393211
MRUDULA C	SREEMALI C	FEMALE	mrudula479@gmail.com	7026227007
MULA REVANTH	M VENKATESWARA RAO	MALE	revanth.tittu@gmail.com	9886364274
B S SHARVANI	V R SRIDHAR	FEMALE	sharvanibs@gmail.com	8197134390
TRISHALA R	RAJENDRA M.	FEMALE	trishalaraj8@gmail.com	9900225439
PARVATHY J	R JAGANNATH	FEMALE	paru.cutiepie@gmail.com	9901276670

160241148  
160241194  
160241107

We will conduct a training program for them on 5th Jan 2019, at Century Club Bangalore starting at 3pm.

We would like you to inform the selected students regarding the training dates and venue

Thanks and Regards,

Sonia Singh  
Gridlle Technologies Pvt Ltd  
+91 9986440998

[Quoted text hidden]

[Quoted text hidden]

<Gridlle technologies \_ BBA BCOM.xlsx>



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

**LOI- Shortlisted for HPE**

16.00.41.94

**Neha Chadha** <neha.c@randstad.in>

Tue, Mar 19, 2019 at 11:00 PM

To: tabi.ansari@gmail.com

Cc: Amit Singh &lt;amitkumar.s@randstad.in&gt;, placement1@dayanandasagar.edu, Neha Chadha &lt;neha.c@randstad.in&gt;

Dear Tabish Ansari,

We are pleased to inform that you have been shortlisted by Randstad India Private Limited for deploying your services to our client Hewlett Packard Enterprise.

The next step would be that you shall be interviewed by our Client HPE.

A provisional offer would be rolled out to you with the details of the position offered and the salary structure will be discussed / shared with you, upon selection in final round of an interview.

Should you have any queries, you may contact by phone / by email.

Neha Chadha  
Recruitment Specialist

**Randstad India Private Ltd.**

#147, 2nd Floor, Anjaneya Tech Park, Old Airport Road, Kodihalli  
Bangalore - 560 008, India  
neha.c@randstad.in  
www.randstad.in



[Quoted text hidden]



Date: 10 Apr 2019

Dear TABRISH ANSARI

**Sub: Letter of Intent**

We are pleased to offer you to join MFX or any of the Qess companies/subsidiaries based at Bangalore. We believe your skills / Knowledge are an excellent match for our company.

The detailed appointment letter will be issued to you at the time of your joining the organization.

You will be required to join us on or before **1<sup>st</sup> July 2019**. Kindly sign a copy of this in acceptance of this Letter of Intent and return the same for our records.

Annual Fixed CTC for this position is INR 230,000/A (Two lakhs Thirty Thousand only).

We look forward to you joining our organization and to a mutually beneficial association.

This offer is subject to Below Terms & Conditions.

- Suitable reference checks and document verification.
- Successful completion of your Current Education (Degree) & submission of Relevant marks cards & Certificates at the earliest.

Yours Sincerely,  
For MFX Infotech Pvt Ltd

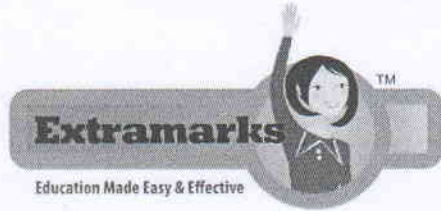
*Shveta Kaw*

Shveta Kaw  
Senior Manager - HR

**MFX Infotech Pvt. Ltd. (A Qess Company)**  
Prestige Omega 1<sup>st</sup> Floor, EPIP Zone, Road no: 2, Vijaynagar, Whitefield, Bengaluru – 560066  
Tel: +91 80 4657 8700 | [www.mfxservices.com](http://www.mfxservices.com) | CIN: U74220KA2014PTC074949

Qess House, 3/3/2, Bellandur Gate, Sarjapur Road, Bengaluru – 560103, Karnataka, India





1600041216

82  
Extramarks Education India Private Limited  
D-180, Sector-63, Noida, U.P. - 201301, India  
Ph. : +91-120-4175300

**Date** : 29-May-2019  
**Name** : Zubiya Suman  
**Location** : Karnataka,  
**Address** : Flat No. 303, Vensar Homes No. 20, 14th Cross, 20th Main, BTM 1st Stage, Venkateshwara Layout, Marutnagar, ,  
Bangalore, Karnataka - 560068

Dear Zubiya Suman,

**Subject** : Offer letter of employment as **Business Development Executive**.

With reference of your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company(CTC) and other terms of service shall be as per the discussion you had with us.

We would expect you to join as early as possible but not later than **24-Jun-2019**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Last payslip received from the previous employer.
- Clearance from previous employer.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <http://careers.extramarks.com/index/filldetail/refId/MzIwNjY0Mjc=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

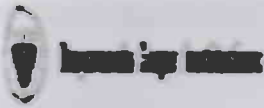
We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead !

Sincerely,

**HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **24-Jun-2019**.

Accepted



PAYAL DSI PLACEMENT &lt;placement1@dayanandasagar.edu&gt;

## Internship Proposal

Sonia Singh <sonia.gridlle@gmail.com>

Wed, Dec 19, 2018 at 5:07 PM

To: PAYAL DSI PLACEMENT <placement1@dayanandasagar.edu>

Cc: "srikanth.r.s.nair" <srikanth.r.s.nair@gmail.com>, Smriti Simantika <smriti.gridlle@gmail.com>

Dear Ms. Payal Mandal,

We have short listed the students for Internship. For the orientation there were only 16 students who showed up. These are the selected students

AAQIB AHMED R	RAFIQ AHMED	MALE	ahmedaaqib98@gmail.com	8867357742	16CQC26001
SATHISH C K	KUNNE GOWDA	MALE	sck9399@gmail.com	9972725413	
RAKSHITHA R	RAMAKRISHNA P	FEMALE	Rakshita1317@gmail.com	7899047372	
TABISH ANSARI	ABDUL BASIT ANSARI	MALE	tabi.ansari@gmail.com	8050497347	
MOHAMMED UMAR	ANSAR PASHA	MALE	umam0231@gmail.com	9066393211	16CQC26036
MRUDULA C	SREEMALI C	FEMALE	mrudula479@gmail.com	7026227007	
MULA REVANTH	M VENKATESWARA RAO	MALE	revanth.littu@gmail.com	9886364274	16CQC26045
B S SHARVANI	V R SRIDHAR	FEMALE	sharvanibs@gmail.com	8197134390	
TRISHALA R	RAJENDRA M.	FEMALE	trishalaraj8@gmail.com	9900225439	
PARVATHY J	R JAGANNATH	FEMALE	paru.cutiepie@gmail.com	9901276670	

We will conduct a training program for them on 5th Jan 2019, at Century Club Bangalore starting at 3pm.

We would like you to inform the selected students regarding the training dates and venue

Thanks and Regards,

Sonia Singh  
Gridlle Technologies Pvt Ltd  
+91 9986440998

[Quoted text hidden]

[Quoted text hidden]

<Griddle technologies \_ BBA BCOM.xlsx>